

## UW HEALTH JOB DESCRIPTION

<b>Lifestyle Coach</b>			
<b>Job Code:</b> 430032	<b>FLSA Status:</b> Non-Exempt	<b>Mgt. Approval:</b> M. Waltz	<b>Date:</b> February 2024
<b>Department:</b> Clinical Nutrition		<b>HR Approval:</b> S. Whitlock	<b>Date:</b> February 2024
<b>JOB SUMMARY</b>			
<p>The Lifestyle Coach is responsible for delivering Centers for Disease Control (CDC) and/or UW Health approved curriculum designed for effective lifestyle changes for preventing or delaying development of chronic disease using multi-modalities for program delivery while also providing support and guidance to program participants and individuals seeking assistance in the Lifestyle Medicine program. The Lifestyle Coach works in close collaboration with the Diabetes Prevention Program Coordinator and the Lifestyle Medicine Specialists who support the Lifestyle Medicine Program.</p> <p>This position utilizes motivational interviewing tools and techniques to deliver approved lifestyle change program content to small cohorts of patients and works to encourage group and individual participation and interactions, while making learning a shared objective with peer-to-peer support. This role also works one on one with patients to encourage goal setting and problem solving to help patients be successful with lifestyle changes.</p>			
<b>MAJOR RESPONSIBILITIES</b>			
<ul style="list-style-type: none"> <li>• Deliver approved program content that utilizes the diabetes prevention program framework and a health at every size approach to cohorts of patients.</li> <li>• Prepare for each group class by reviewing the lesson plan and class content, reviewing data, making reminder calls or sending text messages to participants and reviewing participants' food and activity trackers.</li> <li>• Encourage group or individual participation and interactions using open-ended questions and facilitating commitment to activities for effective lifestyle change.</li> <li>• Motivate participants and create a friendly environment for group discussion or interactive learning.</li> <li>• Be accessible to participants both before and after sessions to answer questions.</li> <li>• Responsible for obtaining key metrics from participants to ensure compliance.</li> <li>• Provide 1:1 follow up with cohort participants between each session.</li> <li>• Partner with the Diabetes Prevention Coordinator and the Lifestyle Medicine Specialist when patient needs are identified that are beyond the scope of lifestyle coaching.</li> <li>• In collaboration with the program coordinator and data preparer, record, enter, and submit session data elements for each participant.</li> <li>• Follow up with cohort participants outside of class if they were unable to attend specified sessions and offer make-up sessions.</li> <li>• Support and encourage goal setting and problem-solving.</li> <li>• Complete required organizational training, refresher or advanced coach training, and training offered by CDC.</li> <li>• Serve as a community liaison to support lifestyle medicine programs and services.</li> <li>• Identify professional strengths and areas for growth and demonstrate professional development through formal and informal learning experiences.</li> <li>• Maintain knowledge of current trends and practices of evidence-based lifestyle medicine concepts and weight-inclusive care.</li> <li>• Demonstrate professional effectiveness and role model through efficient time management, effective organization of work, and prioritization.</li> </ul>			
<b>ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.</b>			
<b>JOB REQUIREMENTS</b>			
Education	Minimum	High School diploma or equivalent	
	Preferred	Associate's Degree in health care or related field	
Work Experience	Minimum	One (1) year of experience in community outreach, health education, health coaching or a role representing or supporting local community agencies.	
	Preferred	Three (3) years of experience in community outreach, health education, health coaching, or a role representing or supporting location community agencies.	
Licenses & Certifications	Minimum	Lifestyle Coach, certified through program approved by CDC within six (6) months of hire.	
	Preferred		

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Required Skills, Knowledge, and Abilities	<ul style="list-style-type: none"> <li>• Knowledge of good health and well-being practices.</li> <li>• Interest in keeping up to date on evidence-based lifestyle medicine concepts and a health at every size approach (training and continuing education will be provided).</li> <li>• Ability to deliver health information using culturally appropriate terms and concepts to adult learners.</li> <li>• Ability to multi-task, work in a self-directed environment, and demonstrate strong organizational skills.</li> <li>• Communicates clearly and effectively in both written and verbal formats in 1:1 and group settings.</li> <li>• Skilled at communicating with compassion and empathy.</li> <li>• Basic computer skills and experience with Microsoft Office tools.</li> <li>• Competent in computer business applications and social media platforms.</li> </ul>
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### AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

**Instructions:** Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

	Infants (Birth – 11 months)	<input checked="" type="checkbox"/>	Adolescent (13 – 19 years)
	Toddlers (1 – 3 years)	<input checked="" type="checkbox"/>	Young Adult (20 – 40 years)
	Preschool (4 – 5 years)	<input checked="" type="checkbox"/>	Middle Adult (41 – 65 years)
	School Age (6 – 12 years)	<input checked="" type="checkbox"/>	Older Adult (Over 65 years)

### JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

### PHYSICAL REQUIREMENTS

**Indicate the appropriate physical requirements of this job in the course of a shift.** *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

Physical Demand Level	Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
<b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
<input checked="" type="checkbox"/> <b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
<b>Other</b> - list any other physical requirements or bona fide occupational qualifications not indicated above:			

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.