



Job Profile comprising Job Description and Person Specification

Job Description

Job Title: Public Health Lead, Substance Misuse and Targeted Interventions	Grade: PO6
Section: Public Health	Directorate: Adult Social Care and Public Health
Responsible to following manager: Senior Public Health Lead	Responsible for following staff: N/A
Post Number/s:	Last review date: May 2022

Working for the Richmond/Wandsworth Shared Staffing Arrangement

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Councils. The overall purpose of the Shared Staffing Arrangement is to provide the highest quality of service at the lowest attainable cost.

Staff are expected to deliver high quality and responsive services wherever they are based, as well as having the ability to adapt to sometimes differing processes and expectations.

The Shared Staffing Arrangement aims to be at the forefront of innovation in local government and the organisation will invest in the development of its staff and ensure the opportunities for progression that only a large organisation can provide.

Job Purpose

Leading on the delivery of evidence-based interventions to reduce the impact of population alcohol and drug misuse. The post will also support approaches to improve outcomes for people with co-occurring mental health and substance misuse conditions; strengthen the delivery of suicide prevention activities across communities and; develop approaches to mitigating the risks associated with problematic gambling.

Working with the Consultant in Public Health and Senior Public Health Lead, the successful candidate will develop and coordinate public health programmes under minimal supervision; assess health needs for defined populations; interpret evidence; manage projects; undertake partnership working to deliver outcomes; and provide relevant advice to members and officers. They will also be expected to deputise for the Senior Public Health Lead as required.

Specific Duties and Responsibilities

- Lead public health interventions to reduce the impact of alcohol and drug misuse across the whole population (A2.1, A2.3, A2.4, A2.5, A2.6¹).
- Develop collaborative approaches to improve support for people with co-occurring substance misuse and mental health conditions (A2.2, A2.3, A2.5, B2.1, B2.2, B2.3, B2.4, B2.5).
- Support the implementation of local suicide prevention strategies, including improved support for groups at higher risk of suicide and approaches to reduce the impact of problematic gambling on individuals, families, and communities (B1.2, B1.3, B1.4, B1.5).
- Plan, organise, implement, and evaluate public health projects and interventions to improve outcomes for children and families, working age and older adults (A2.4, A2.5, B3.3, C3.1, C3.2, C3.3, C3.4).
- Support the commissioning of public health services, projects, and pathways in collaboration with health and social care partners (B3.1, B3.2, B3.3, B3.4, B3.5, B3.6).
- Apply specialist public health skills, knowledge, and experience to influence health and social care partners at local, regional, and national level.
- Ensure that public health priorities and principles are reflected in key local strategies and commissioning plans (A2, B3.2, B2.1, B2.2, B2.3, B3.5, B2.4, B2.5).
- Lead and manage multi-agency partnerships to develop local strategies and policies in line with key regional and national initiatives (B2.1, B2.2).
- Support the development of long-term strategic plans and projects in relation to public health issues which impact on a range of community agencies and strategic partnerships, and work with partners to enable appropriate implementation (B1.2, B1.3, B1.4, B1.5, B2.4, C1.4, C1.5).
- Collate, analyse, interpret, and communicate epidemiological and statistical information from a variety of sources, including Government statistics and public consultations, and recommend possible solutions to public health problems such as tackling health inequalities (A1.1, A1.2, A1.3, A1.5).

¹ Gov (2019). *Public Health Skills and Knowledge Framework: Mapping Tool*. Available at: <https://www.gov.uk/government/publications/public-health-skills-and-knowledge-framework-tools-and-guidance>

- Identify and assess the health and healthcare needs within the boroughs, leading on specific health needs assessments and contribute to the Joint Strategic Needs Assessment using a range of quantitative and qualitative methodologies (A1.2, A1.5).
- Implement and provide advice in relation to national guidance, policy, legislation, and other measures that reduce inequalities in health (A3.5, B4.2, B4.4, B4.5).
- Identify, implement, and evaluate evidence based and cost-effective public health interventions and models of service provision, considering their ethical and political consequences. Obtain assurance from key stakeholders to provide assurance reports to the relevant boards (A5.5, A5.2, A5.3, A5.4, A5.5, A3.3, A4.4, A5.2, B2.3, B4.1, B4.2, C3.4).
- Create written reports and deliver presentations on behalf of the Public Health department to Council, CCG and partnership groups, conferences, and seminars in order to influence major stakeholders. This includes communicating public health issues to residents, GPs, and local stakeholders, in consultation with the Senior Public Health Lead and Consultant (C2.2, C2.5).
- Lead on and develop communications, including media (radio, press, websites and resources and social media), in partnership with, community, council and wider stakeholders. Actively working with the communications team in relation to health and wellness messaging. Lead on the Richmond and Wandsworth contribution to and the development and evaluation of the Drinkchecker website and associated resources and campaigns (C2.1, C2.2, C2.3, C2.4, C2.5).
- Lead on, commission or participate in public health research projects and audits including leading, responding to and advising on the development of patient and public surveys. (A4.1, A4.2, A4.3, A4.4, A4.6, A5.5, C2.5)
- Initiate, develop, commission, and evaluate training and education programmes (including presentations to small groups, conferences, students, meetings, and networks) for the benefit of communities and frontline staff (C4.4, C4.5).

Generic Duties and Responsibilities

- To contribute to the continuous improvement of the services of the boroughs of Wandsworth and Richmond.
- To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data and health and safety (A1.4, PEii, PEiii).

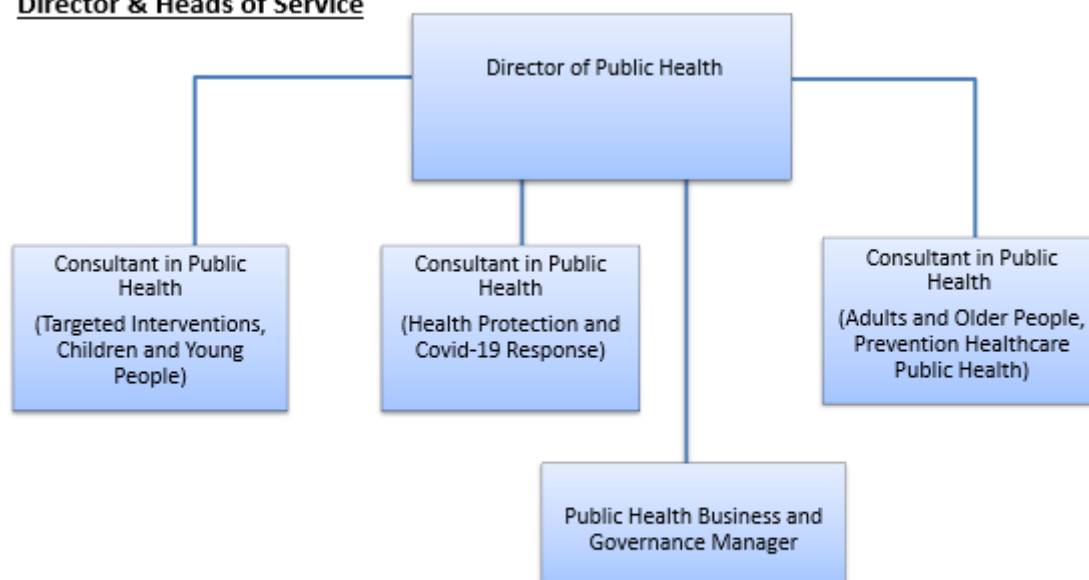
- To adhere to security controls and requirements as mandated by the SSA's policies, procedures, and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems (PEii)
- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive, and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected (PEii, PEiii)
- To understand and contribute to both Councils' duties and responsibilities for safeguarding children, young people, and adults as they apply to the role within the council (PEiii)

Additional Information

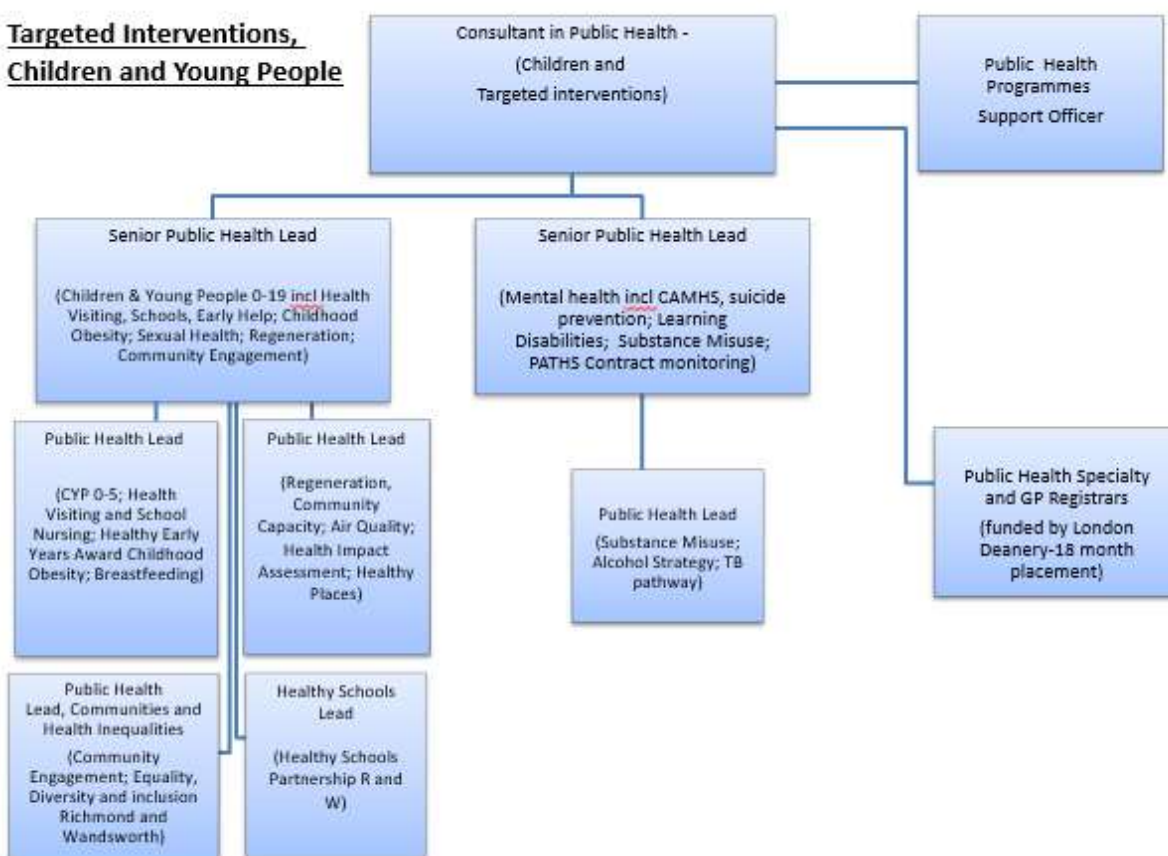
- Effectively manage a delegated budget for specific commissioned services and/or projects, with supervision from Senior Public Health Lead. Write bids to secure funding for Public Health and partnership projects (C4.1, C4.2, C4.3).
- Responsible for the management of member(s) of the Public Health team, as allocated to the post holder – including direct line management and/or project/matrix management of staff.
- The post holder is accountable to the Senior Public Health Lead and Consultant in Public Health. They will deputise for / represent the leadership team as appropriate.
- Post holder may be expected to work flexibly across two locations (Wandsworth Town Hall and Richmond Civic Centre). There will be opportunities for agile working.
- The Shared Staffing Arrangement will keep its structures under continual review and as a result the post holder should expect to carry out any other reasonable duties within the overall function, commensurate with the level of the post.
- The post holder will be expected to participate in the organisation's staff appraisal scheme and departmental audit and ensure appraisal and development of any staff for which s/he is responsible.

Current Team Structure

Director & Heads of Service



Targeted Interventions, Children and Young People



Person Specification

Job Title: Public Health Lead, Children and Young People	Grade: PO6
Section: Public Health	Directorate: Adult Social Care and Public Health
Responsible to following manager: Senior Public Health Lead (Health Protection)	Responsible for following staff: N/A
Post Number/s:	Last review date: September 2021

Our Values and Behaviours

The values and behaviours we seek from our staff draw on the high standards of the two boroughs, and we prize these qualities in particular:

Being open. This means we share our views openly, honestly and in a thoughtful way. We encourage new ideas and ways of doing things. We appreciate and listen to feedback from each other.

Being supportive. This means we drive the success of the organisation by making sure that our colleagues are successful. We encourage others and take account of the challenges they face. We help each other to do our jobs.

Being positive and helpful. Being positive and helpful means, we keep our goals in mind and look for ways to achieve them. We listen constructively and help others see opportunities and the way forward. We have a 'can do' attitude and are continuously looking for ways to help each other improve.

Person Specification Requirements	Essential / Desirable	Assessed by A & I/ T/ C
Knowledge		
Understanding of the social and political environment, including national and local policy, strategies, and guidance.	E	A / I
Understanding of epidemiology and statistics, public health practice, health promotion, health inequalities and the wider determinants of health, and health care evaluation.	E	A / I / T
Experience		
Substantial experience in public health or health-related posts.	E	A / I
Experience of project management and delivery.	E	A / I
Experience of multiagency working and managing stakeholders.	E	A / I
Contributing to the delivery of public health initiatives.	E	A / I
Experience of working in the areas of addiction, alcohol, and substance misuse	D	A / I
Experience of working in public mental health and suicide prevention	D	A/I
Managing teams, direct and/or indirect reports	D	A/I
Skills		
Excellent communicator in oral, written and presentation skills.	E	A/I
Excellent report writing skills with ability to translate complex information and create high quality written material, including statistical tables, for a wide range of audiences.	E	A / I
Ability to analyse and interpret information for effective decision making, undertake literature reviews and critically assess evidence.	E	A/I
Ability to think strategically and creatively, analyse, manage problems, and develop solutions.	E	A / I / T
Effective team member with strong interpersonal, influencing and facilitation skills.	E	A / I
Flexible, pro-active, uses initiative, prioritises, manages own workload, and works well under pressure and to tight timeframes with minimal supervision.	E	A / I
Ability to work autonomously and with minimal supervision.	E	A / I
Ability to carry out research and evaluate research carried out by others.	E	A / I
Commitment to undertaking continuous professional development (CPD)	E	A / I
Computer literate with ability to produce reports, presentations, spread sheets, databases.	E	A / I
Ability to manage budgets and prepare bids for external funding.	D	A / I
Qualifications		
Post-graduate degree in public health/related discipline or equivalent experience	E	A/I/C
Registered with a relevant public health body or working towards this is desirable - e.g. UKPHR.	D	A/I/C

Public Health



A – Application form, I – Interview, T – Test² C - Certificate

² As part of the recruitment process, you will be required to undertake a test that will assess capabilities in areas outlined in the person specification above.