

Job Profile comprising Job Description and Person Specification

Job Description

Job Title: Consultant in Public Health – Health Protection	Grade: MG4
Section: Public Health	Directorate: Adult Social Care and Public Health
Responsible to following manager: Director of Public Health	Responsible for following staff: Senior Public Health Lead for Health Protection x 1 FTE, Infection Prevention Control and Clinical Lead x 1 FTE, Public Health Programmes Support Officer x 1 FTE
Post Number: RWA7301	Date: January 2021

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

To support the local authority to take all steps necessary to improve and protect the health of its population. This includes protecting residents of Richmond and Wandsworth from immediate threats or transmitted risks to health and the analysis and management of these risks. Areas of health protection will include for example, Immunisations and Vaccine, Preventable diseases, Sexual Health, Infectious disease, and Non-infectious environmental hazards.

Strategic Duties and Responsibilities

- Support the Director of Public Health (DPH) in their role reporting to and supporting the work of relevant Council committees and governance bodies, including Health & Wellbeing Board, Public Health and Health Protection Boards, COVID-19 Local Engagement Board and Clinical Commissioning Group Governing Body.
- Ensure development and maintenance of systems and processes to enable the local authority to work with partners to respond to major incidents including health protection threats. On behalf of the DPH, to lead on those aspects that the Secretary of State delegates to the authority. Ensure that partner organisations (PHE, CCGs and NHS England) have appropriate mechanisms, to enable surge capacity to be delivered as and when required.
- On behalf of the authority to take responsibility for ensuring delivery of the public health mandated services such that the full range of benefits are delivered to residents of the local authority. This will include taking responsibility for the relevant outcome indicators within the PHE, NHS, and Social Care Outcome frameworks and working across organisational boundaries.
- To lead health protection work across all Council directorates as well as influencing partnership boards (dealing with health determinants) to maximise health improvement opportunities and the reduction of inequalities in health outcomes amongst residents. This will include using the Public Health Outcome Frameworks as well as exploring other relevant routinely collected data systems for suitable indicators.
- Lead the delivery of the health protection programmes, including for example, responsibilities relating to COVID-19, Tuberculosis, HIV, offender health, extreme weather planning and pandemic disease planning, and maintain oversight of nationally commissioned health protection programmes, including childhood and adult immunisation programmes, cancer screening programmes, antenatal and new-born screening programmes.

In delivering these responsibilities, the postholder is expected to demonstrate expertise across the full range of relevant competencies as set out by the Faculty of Public Health (FPH) in Appendix 1, and where required, take responsibility for resolving operational issues. In negotiation with the DPH, the postholder may be asked to take on responsibilities that are underpinned by any of the FPH competencies. Postholders will be expected to maintain both the general expertise as well as develop topic-based expertise as required by the DPH and will be expected to deputise for the DPH as and when required.

Standard Consultant in Public Health Responsibilities approved by Faculty of Public Health

Management arrangements

The post holder will be professionally and managerially accountable to the employing authority via their line manager, the Director of Public Health. Professional appraisal will be required. An initial job plan will be agreed with the successful candidate prior to that individual taking up the post. This job plan will be reviewed as part of the annual job planning process.

The post holder will:

- Manage three staff; this role includes line management duties, recruitment, appraisals, disciplinary and grievance responsibilities
- Directly line manage one Senior Public Health Leads, an Infection Prevention and Control Clinical Lead, and a Public Health Programmes Support Officer and matrix management for other public health staff contributing to health protection work
- Manage Specialty Registrars in Public Health, and GP registrars
- Manage budgets for specific programme areas
- Be expected to deputise for the Director of Public Health as required
- Attend evening meetings and committees as required
- Be expected to work flexibly across two locations (Wandsworth Town Hall and Twickenham Civic Centre) in order to manage staffing teams across both sites

Professional obligations

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.
- Contribute actively to the training programme for Foundation Year Doctors/ Specialty Registrars in Public Health as appropriate, and to the training of practitioners and primary care professionals within the locality.
- Undertake an annual professional appraisal including completion of a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health (Specialist) Register or other specialist register as appropriate. In agreement with the DPH, contribute to the wider the public health professional system by becoming an appraiser for a specified period of time.

- In agreement with the DPH contribute as an appraiser to the professional appraisal system.
- Practise in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and the Faculty of Public Health's Good Public Health Practice and UKPHR requirements.
- Contribute to medical professional leadership within the health system.
- It is a duty of a health professional to foster scientific integrity, freedom of scientific publications, and freedom of debate on health matters, and public health professionals have a further responsibility to promote good governance and open government.
- Public health practice must be carried out within the ethical framework of the health professions.
- The postholder will be expected to maintain effective, courageous, and responsible public health advocacy.

These professional obligations should be reflected in the job plan. The post-holder may also have external professional responsibilities, e.g. in respect of training or work for the Faculty of Public Health. Time allocation for these additional responsibilities will need to be agreed with the line manager.

Personal Qualities

In general, the post holder will be expected to be able to cope with multiple and changing demands, and to meet tight deadlines. A high level of intellectual rigour, political awareness, negotiation and motivation skills and flexibility are required. The post holder will deal with complex public health issues, advise the health and wellbeing board and make recommendations regarding services, patient care and wider determinants of health. A high level of tact, diplomacy and leadership is required and an ability to understand other cultures, advise, challenge and advocate to enable effective working across organisational boundaries and influencing without direct authority.

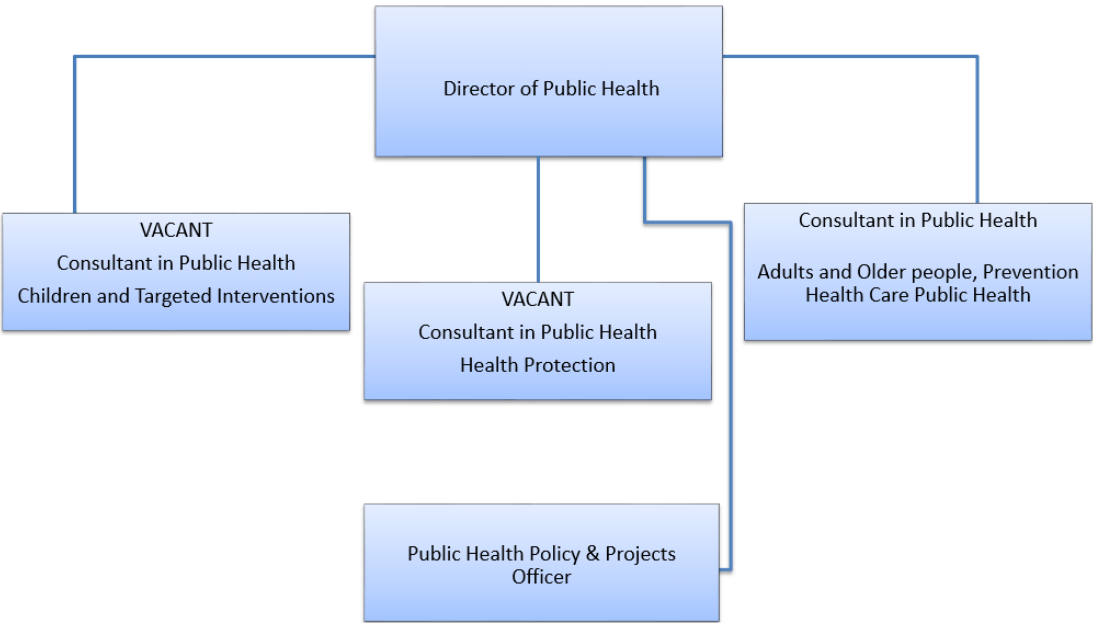
Other tasks

The job description will be subject to review in consultation with the post holder in the light of the needs of the employing organisation and the development of the speciality of public health and any wider developments in the field of public health.

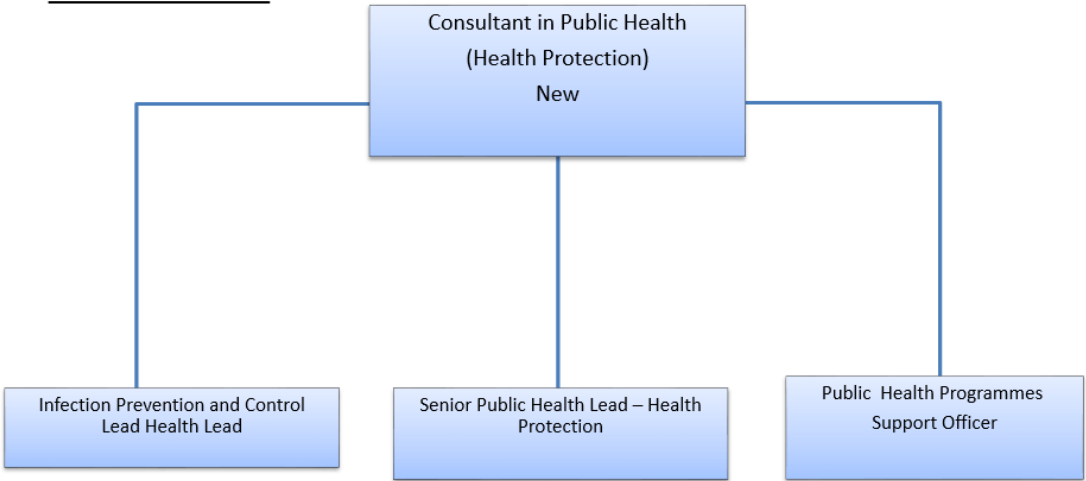
Staff Structure

Public Health Core Team

Director & Heads of Service



Health Protection



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Our Values and Behaviours¹

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. 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	Assessed by A & I/ T/ C (see below for explanation)
Knowledge	
High level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation.	A/I
Understanding of NHS and local government cultures, structures and policies.	A/I
Knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health practice.	A/I
Understanding of social and political environment.	A/I

¹ These values and behaviours will be developed further as the SSA becomes established.

Understanding of interfaces between health, social care and key partners (dealing with wider determinants of health)	A/I
Understanding of the public sector duty and the inequality duty and their application to public health practice	A/I
Experience	
Project management skills.	A/I
Staff management and training.	A/I
Practical experience in facilitating change.	A/I
Budget management skills.	A/I
Supervision of registrars.	A/I
Skills	
Strategic thinker with proven leadership skills.	A/I
Excellent oral and written communication skills (including dealing with the media) and presentation skills.	A/I/T
Effective interpersonal, motivational and influencing skills.	A/I
Ability to respond appropriately in unplanned and unforeseen circumstances.	A/I
Sensible negotiator with practical expectation of what can be achieved.	A/I
Substantially numerate, with highly developed analytical skills using qualitative and quantitative data.	A /T
Computer literate.	A/T
Ability to design, develop, interpret and implement policies.	A/I
Ability to concentrate for long periods (e.g. analyses, media presentations).	A/I
Resource management skills.	A/I
Qualifications	
Inclusion in the GMC Specialist Register/GDC Specialist List/UK Public Health Register (UKPHR) for Public Health Specialists.	A/C
If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health medicine practice.	A/C
Public health specialty registrar applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry at the date of interview; all other applicants must provide verifiable signed documentary evidence that they have applied for inclusion in the GMC/GDC/UKPHR specialist registers <i>[see shortlisting notes below for additional guidance]</i> .	A/C
Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body.	A/C

A – Application form**I – Interview****T – Test****C – Certificate**

Appendix 1

FACULTY OF PUBLIC HEALTH COMPETENCIES

(2015 PH Specialty Training Curriculum)

Use of public health intelligence to survey and assess a population's health and wellbeing

To be able to synthesise data into information about the surveillance or assessment of a population's health and wellbeing from multiple sources that can be communicated clearly and inform action planning to improve population health outcomes.

Assessing the evidence of effectiveness of interventions, programmes and services intended to improve the health or wellbeing of individuals or populations

To be able to use a range of resources to generate and communicate appropriately evidenced and informed recommendations for improving population health across operational and strategic health and care settings.

Policy and strategy development and implementation

To be able to influence and contribute to the development of policy as well as lead the development and implementation of a strategy.

Strategic leadership and collaborative working for health

To use a range of effective strategic leadership, organisational and management skills, in a variety of complex public health situations and contexts, dealing effectively with uncertainty and the unexpected to achieve public health goals.

Health Improvement, Determinants of Health and Health Communications

To influence and act on the broad determinants and behaviours influencing health at a system, community and individual level.

Health Protection

To identify, assess and communicate risks associated with hazards relevant to health protection, and to lead and co-ordinate the appropriate public health response.

Health and Care Public Health

To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.

Academic public health

To add an academic perspective to all public health work undertaken. Specifically to be able to critically appraise evidence to inform policy and practice, identify evidence gaps with strategies to address these gaps, undertake research activities of a standard that is publishable in peer-reviewed journals, and demonstrate competence in teaching and learning across all areas of public health practice.

Professional, personal and ethical development

To be able to shape, pursue actively and evaluate your own personal and professional development, using insight into your own behaviours and attitudes and their impact to modify behaviour and to practise within the framework of the GMC's Good Medical Practice (as used for appraisal and revalidation for consultants in public health) and the UKPHR's Code of Conduct.

Integration and application of competencies for consultant practice

To be able to demonstrate the consistent use of sound judgment to select from a range of advanced public health expertise and skills, and to use them effectively, working at senior organisational levels, to deliver improved population health in complex and unpredictable environments.

Generic Duties and Responsibilities

- To contribute to the continuous improvement of the services of the Boroughs of Wandsworth and Richmond.
- 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.
- To comply with relevant Codes of Practice, including the Code of Conduct, and policies concerning data protection and health and safety.
- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and work 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.
- To understand both Council's duties and responsibilities for safeguarding children, young people and adults as they apply to the role within the council.

Public Health



- 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.