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Job Profile

Provisional Job Title: Public Health Lead	Grade: PO6
Section: Public Health	Directorate: Chief Executive's Group
Responsible to: Senior Public Health Lead	Responsible for: N/A
Post Number/s:	Date March 2016

Working for the Richmond/ Wandsworth Shared Staffing Arrangement

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Borough 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 your development and ensure the opportunities for progression that only a large organisation can provide.

Job Purpose:

Develop and coordinate public health programmes as allocated by the Senior Public Health Lead under minimal supervision, assess health needs and interpret evidence, manage projects and undertake partnership working to deliver outcomes and provide relevant advice to members and officers.

Specific Duties and Responsibilities:



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- Plan, organise, implement and evaluate Public Health projects relating to specific topic areas, including support for commissioning of services and associated pathways, in order to improve outcomes for residents.
- Apply specialist Public Health skills, knowledge and experience in a multiagency and multidisciplinary environment.
- Use Public Health skills to support the Clinical Commissioning Groups (CCG) and wider health and social care partners on specific topic areas, including influencing partners to ensure that Public Health priorities and principles are reflected in commissioning plans.
- Manage multi-agency and multi-disciplinary partnerships with Council and CCG officers, GPs, local stakeholders, neighbouring local authorities and regional and national bodies, such as NHS England and Public Health England.
- Support the development of long-term strategic plans and projects on behalf of the boroughs 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.
- Use specialist expert skills, knowledge and experience to collate, analyse, interpret and communicate epidemiological and statistical information from a variety of sources, including Government statistics and public consultations, and to make judgements about a range of possible solutions to Public Health problems.
- Identify and assess the health and healthcare needs within the boroughs, leading on specific Joint Strategic Needs Assessments, using a range of highly specialist quantitative and qualitative methodologies.
- Identify, implement and evaluate Public Health interventions and models of service provision which the post holder decides are the most appropriate in terms of their evidence base and cost effectiveness, taking into account their ethical and political consequences.
- 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



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issues to residents, GPs and local stakeholders, in consultation with the Senior Public Health Lead.

- Ensure that effective communication, including media (radio, press, etc) and social media, is developed by the staff/teams, in line with Borough requirements, liaising closely with the communications team.
- Commission, oversee or participate in Public Health research projects and audits as well as contribute to, respond to and advise on the development of patient and public surveys.

Generic Duties and Responsibilities

- To contribute to the continuous improvement of the Borough's of Wandsworth and Richmond services.
- 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 the both Council's duties and responsibilities for safeguarding children, young people and adults as they apply to your role within the council.
- 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.

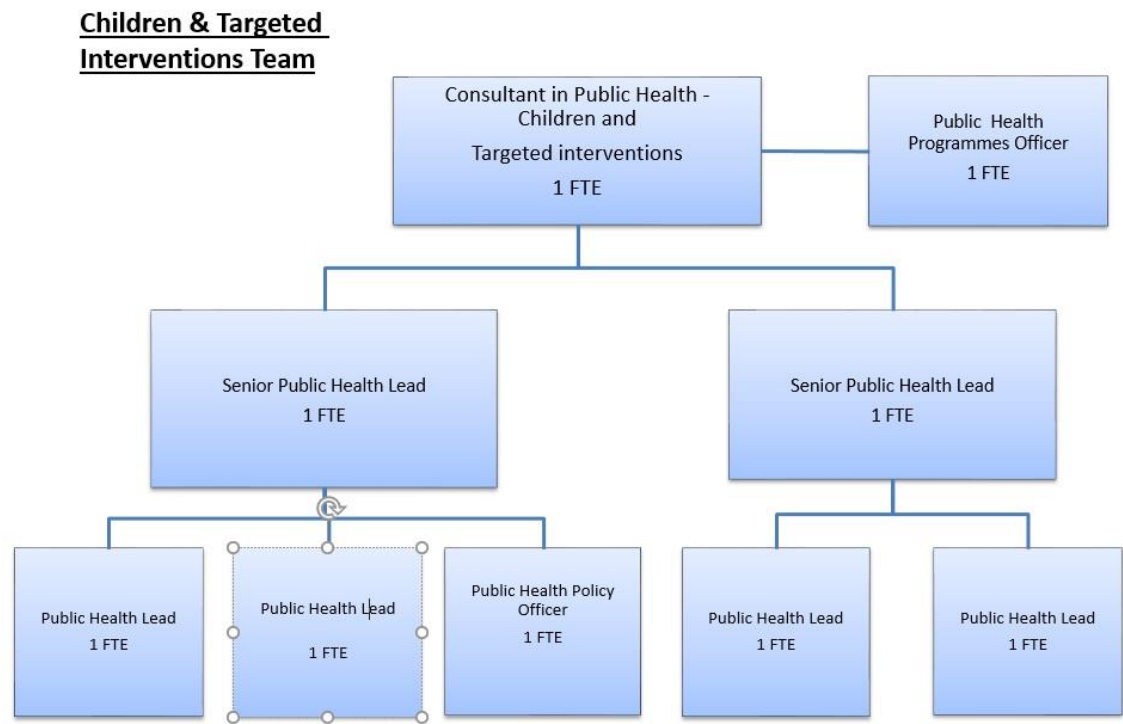
Additional Information

- 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.



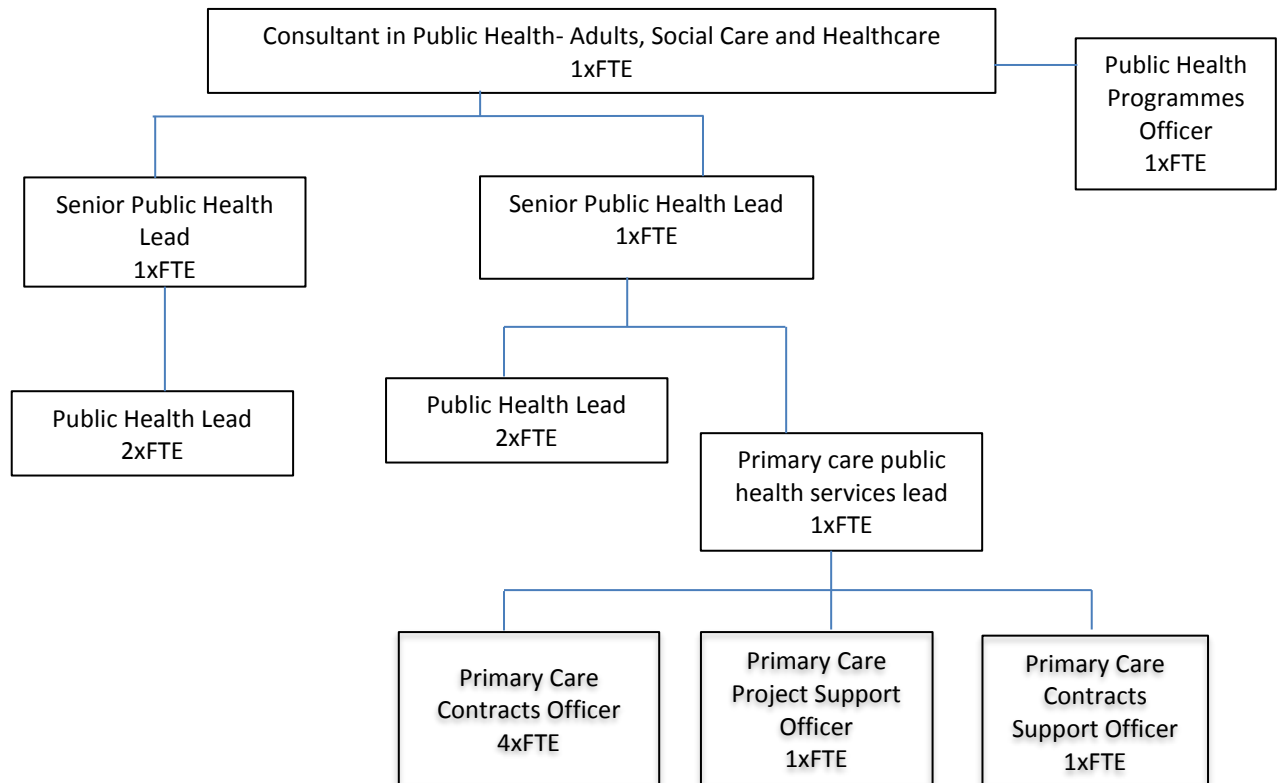
- Responsible for the management of member(s) of the Public Health team, as allocated to the post holder – including direct line management and/or project/matrix management of staff.
- Act as a deputy for the Senior Public Health Lead as required.
- Initiate, develop and commission training and education programmes for the benefit of health and other professional staff and evaluate effectiveness, including presentations to small groups, conferences, students, meetings and networks.
- Post holder may be expected to work flexibly across two locations (Wandsworth Town Hall and Richmond Civic Centre).

Current team structure





Adults, Social Care & Healthcare Team





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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 –

- taking responsibility and being accountable for achieving the best possible outcomes – a 'can do' attitude to work
- continuously seeking better value for money and improved outcomes at lower cost
- focussing on residents and service users, and ensuring they receive the highest standards of service provision.
- taking a team approach that values collaboration and partnership working

Requirements	Assessed by A & I/ T/ C
Knowledge	
Understanding of social and political environment, including national and local policy, strategies and guidance	A / I
Understanding of epidemiology and statistics, public health practice, health promotion, health economics, health care evaluation	A / I / T
Experience	
Substantial experience in public health or health-related posts and facilitating change in practice	A / I
Experience of project management	A / I
Skills	

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



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Excellent communicator in oral, written and presentation skills. Ability to create complex, high quality written material, including statistical tables, for a wide readership	A / I / T
Ability to think strategically, creatively, analyse and communicate, manage problems and develop solutions	A / I / T
Effective team member with strong interpersonal, influencing and facilitation skills	A / I
Flexible, pro-active, uses initiative, prioritises, manages own workload and works well under pressure and to tight timeframes with minimal supervision	A / I
Ability to carry out research and evaluate research carried out by others	A / I
Ability to analyse and interpret information for effective decision making	A / I
Computer literate to enable reports, presentations, spread sheets, databases, and artwork to be produced	A / I / T
Ability to manage budgets and prepare bids for external funding	A / I
Qualifications	
Higher degree or postgraduate qualification relevant to public health <u>or</u> equivalent knowledge gained through experience/post-graduate training	A / I