

Job Description

Job Title: Senior Public Health Analyst

POSCODE:

Grade: P2

Overall purpose of the job

Reporting to the Public Health Intelligence Manager, the Senior Public Health Analyst plays an important role in ensuring the council can harness the potential of data, using evidence and best practice to support and inform the development of policy, strategy, plans and budgets, and in turn deliver the Corporate Strategy for Cambridgeshire County Council.

As a Senior Public Health Analyst you will lead a work area, ensuring delivery of a broad range of public health intelligence and data analysis, that comply with information governance requirements, to inform evidence led decision making. The role will play a lead role in embedding a collaborative, data driven culture across the organisation, ensuring health intelligence, national and local benchmarking, and management information is used to plan for and deliver impactful analysis that meets the organisations intelligence needs, and can drive impactful strategic and operational decision making.

Working collaboratively across the council and strategically with partners, there will be a need for this role to be able to interpret requirements for public health intelligence, plan the best approach to synthesise and analyse data using appropriate epidemiological and statistical methods, before reporting results in a way which responds to the purpose, audience and possible application of the insight generated.

The role will support and lead on projects as required to make sense of public health data, produce high quality analysis and quality assure others' work, and think strategically about how the Council and its partners can use it. The post holder needs to have a proven technical knowledge and intellectual curiosity to explore complex datasets from across the health and care system to demonstrate a solution-focused approach to problem solving in real time.

The role will be responsible for communicating public health intelligence to a wide range of audiences to provide accessible data analysis. It is therefore important that this role has strong interpersonal and team working skills to be able to work sensitively and effectively across organisational boundaries. The post holder will need to be confident in being able to present key evidence, the impact on policy or practice, lead challenging discussions and explain to a non-technical audience as to the content and methodology of findings.

In addition to these roles, there are also Senior Strategy and Policy Advisors and Senior Analyst (Performance & Intelligence) roles within the service.

Main accountabilities

1.	Data management and analysis • Provide professional leadership for high quality data and analytical work. • Provide high quality public health information, intelligence and analysis to support a range of services and partners to inform evidence-based policy and decision making, understand local need and planning and developing services to ensure the best outcomes for residents. • Extract and combine data from different sources and formats; using analytical and epidemiological techniques to explore data, identify trends and relationships, and to make forecasts; presenting findings in a way that engages and informs decision makers. • Communicate clearly about data systems, analysis and findings to a wide variety of audiences at all levels of the Council and Integrated Care System partners (e.g. NHS, VCS), including Elected Members, senior officers and practitioners, using online, written and verbal methods. • Provide expert advice to services and Customer and Digital Services on the impacts of system and operational changes on reporting and data. • Provide a professional, creative, solution orientated and responsive service and contribute to the development of a data culture across the Council and partner organisations. • Lead quality assurance processes of all data and analysis prior to publishing to ensure high quality and consistent delivery of public health intelligence. • Support the development of systems of shared intelligence across the Council and with partner agencies.
2.	Topic relevant research and insight • Provide specialist advice and recommendations to all levels of staff, including senior managers and elected members • Using the analysis produced to synthesise insights and estimating current and future population health needs and inequalities. • Interrogate, analyse and present a broad range of public health information to develop insight to inform strategic decisions. • Lead the provision of public health data, insight and analysis to inform and support the forming of organisational policy, strategy and transformation. • Design and deliver a range of public health intelligence projects to time and budget for internal and external customers, in line with service level agreement contracts. • Monitor data quality of self and others in team and provide reports to data owners, services managers and commissioners, highlighting issues relating to data quality. • Use appropriate analytical techniques to identify opportunities to improve service delivery and equity, improve outcomes for the population, and reduce health inequalities.

3.	Operational management • Support operational delivery in relevant work area through the provision of public health intelligence. • Oversee day to day tasks of Analysts and Analytical Assistants within the team to produce high-quality, robust public health data and analysis. • Maintain appropriate work and resource plans, ensuring these align with the wider Service priorities to meet the needs of the organisation as a whole. • Maintain skills in relevant software and ensure that Analysts and Analytical Assistants within the team have knowledge of and are highly skilled in the use of appropriate Council's systems and analytical software. • Seek out innovations within Insight and data analysis, horizon scanning to find developments that would improve service delivery. • Lead the introduction of new analytical software or approaches with the team. • Ensure the effective delivery of the team's contracts with partners (also known as service level agreements). Leading on the associated delivery including (data sharing agreements, invoicing and relevant documentation. Providing expertise into the drafting of the SLA.
4.	Project management • Lead and develop analytical projects as required to support public health and internal and external partners to deliver the Public Health strategic plan, the Health and Wellbeing Strategy and reduce health inequalities. • Provide hands on project management to support projects undertaken by the service as required.
5.	Stakeholder Management • Build and maintain effective working relationships with Public Health and other internal stakeholders to ensure effective delivery of public health intelligence by the Council. • Build and maintain effective working relationships with a range of internal and external colleagues and stakeholders to ensure delivery of public sector partners' strategic objectives and specifically in relation to the Health and Wellbeing Board and population health management with the Integrated Care System. • Use positive and productive relationships to influence and effect change and improvement.
6.	Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.
7.	Demonstrate an awareness and understanding of equality, diversity and inclusion.
8.	Ability to contribute to our organisational commitment to becoming a Net Zero organisation by 2030.

Person Specification

Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
Educated to degree level (or equivalent experience)	A degree level qualification or equivalent ability as evidenced by experience of working at a high level of qualitative and quantitative analysis, e.g. Informatics or information science. Mathematics or statistics. Health or social sciences. Geography, or similar	Essential
Professional membership	Research related discipline or Data analysis (e.g. Public Health Practitioner, AphA)	Desirable

Minimum levels of knowledge, skills and experience required for this job

Identify	Describe	Essential/ Desirable
Knowledge		
Data Management	Good understanding of data management techniques and information governance. Thorough knowledge of the range of software applicable to the management and delivery of appropriate analysis. Good knowledge of NHS and local authority datasets.	Essential
Statistical and analytical methods and techniques	Expert knowledge of statistical and analytical methods and techniques for public health intelligence. Detailed knowledge of a wide range of health, social and wider determinants (e.g. economic, housing) data sources both national and local, with a clear understanding of issues relating to the production of data that may affect its validity and use.	Essential
	Understanding of the factors that influence population change and data sets associated with tracking population trends over time. Knowledge of data extraction, processing, modelling and dissemination techniques for Public Health, Council and NHS data.	Desirable

	Knowledge of survey research methods, demographic estimation and forecasting work, of qualitative and quantitative research.	
Local authority and public sector knowledge	Understanding of the context and decision making including governance arrangements within local authorities and system partners (NHS, VCS).	Desirable
Skills		
Statistics and analysis	Ability to apply theoretical knowledge to real life problems using the most relevant and robust statistical, analytical and epidemiological methods and techniques (e.g. directly standardised rates/ratios, regression models, forecasting). Excellent analytical skills, ability to synthesise information from a wide range of sources, analyse thoroughly and make recommendations that inform decision making. Ability to exercise judgement as to the robustness of various data sources and as to the most appropriate analytical methods to use. High level of competence with specialist data analytical software including coding languages (e.g. Databases, Geographical Information Systems, data visualisation platform such as Power BI, smart survey, Python, R).	Essential
Collaboration and Communication	Ability to communicate across a diverse and challenging community of stakeholders. Ability to develop credible relationships with a wide range of people across the organisation and partner organisations. Ability to negotiate and persuade stakeholders when conveying contentious proposals, solutions and implementing resolutions. Work collaboratively to promote and deliver the Council's interests and objectives across the organisation and with partners. Ability to influence and motivate team members and support their development. Ability to supervise others, make decisions and take responsibility for planning, setting priorities and reviewing quality of work.	Essential

	Ability to work as part of a team, sharing knowledge and experience, recognise the strengths and weaknesses of others, and constructively challenge to achieve productive outcomes.	
Critical Thinking	Ability to translate concepts and ideas into meaningful plans and action. Ability to work on own initiative and to deadlines and be proactive and highly motivated. Able to plan and manage own time and workload to meet deadlines and needs of the service.	Essential
Accountability	Strives to identify areas for development in meeting expectations. An awareness of the need to maintain appropriate confidentiality and awareness of the principles of the Data Protection and Freedom of Information Acts, and the common law duty of medical confidence.	Essential
Management, assimilation and presentation of information.	Ability to coherently source, structure and manage a wide range of information resources and be able to present them for maximum effectiveness to a range of audiences. Ability to design, implement, evaluate and advise on a range of data and intelligence approaches. Ability to identify and exploit routine and non-routine data sources to improve local public health intelligence. Ability to advise on and apply a range of quantitative and qualitative data collection, collation and analytical methods to produce high quality public health intelligence. Ability to scope and resolve complex analytical problems. Ability to assure the quality of data collection, collation, analysis and communication. Ability to translate and communicate findings into appropriate recommendations.	Essential

Excellence	Organised, analytical, and accurate with good attention to detail. Ability to work on own initiative and to deadlines and be proactive and highly motivated. Comfortable with considerable amounts of data/ information and operating within a very complex and varied environment. Demonstrate strong analytical skills and the ability to understand very complex issues and advise on complex solutions across business areas with the application of critical judgement. Commitment to addressing health inequalities and social inclusion. Ability to work flexibly and adapt to changes in demand at short notice.	Essential
Experience	Experience of working in a public health intelligence or related analytical team. Experience of working with less experienced team members, including supporting their development and training, providing coaching or mentoring. Experience of liaising with, and influencing representatives of external organisations, partnerships and communities. Experience of using a range of different person-level NHS and local government data sources for public health intelligence (e.g. HES/SUS), including linked data.	Essential
Creative Thinking	Experience of identifying new ways of thinking and introducing new approaches for a problem or situation.	Essential
Equality, Diversity and Inclusion (applies to all roles).	Ability to demonstrate awareness and understanding of equality, diversity and inclusion and how this applies to this role.	Essential

Net Zero (applies to all roles).	Ability to contribute towards our commitment of becoming a net zero organisation.	Essential
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Disclosure level

What disclosure level is required for this post?	None	Basic
	Enhanced	Enhanced with barred list checks

Work type

What work type does this role fit into? (tick one box that reflects the main work type, the default work type is hybrid)	Fixed	Hybrid	Field	Remote	Mobile
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