

CAMBRIDGESHIRE COUNTY COUNCIL
JOB DESCRIPTION

Job Title: Commissioning and Health Improvement/ Smokefree Generation Lead and Coordinator

Directorate/Office: Adults, Health, and Commissioning – Public Health Team

Reports to: Deputy Director of Public Health

Grade: P4

Location: Alconbury

Hours: 37

Job Purpose:

To provide leadership for the development and implementation of system wide Smokefree Generation local strategy, commissioning plans and their implementation along with other public health interventions, which enable service users to access high quality evidence-based services which demonstrate value for money and support the achievement of public health outcomes.

Context

There is a national focus upon achieving a “Smokefree Generation” and this includes new legislation which addresses many aspects of smoking and additional local government Public Health funding. Although smoking rates have decreased overall some high-risk groups still experience high rates of smoking and smoking related conditions such as cancers and cardiovascular disease. Locally we are focusing upon these groups as well as continuing to develop core services. New local stop smoking targets have been established and this post will lead work to ensure that these are met and that any additional funding is used to develop and implement evidence based integrated interventions across the system targeting high risk groups.

Principal Accountabilities:

1. To take lead responsibility for the system wide smokefree generation strategy and its implementation.
2. To strengthen and establish new pathways between existing and new services across the system.
3. To work with health partners to develop integrated care pathways, service delivery models and other public health interventions with a focus on the integration of smokefree generation services with the NHS Treating Tobacco Dependence Programme.

4. Lead on the governance and management of agreements with a range of organisations which includes other local authorities, Integrated Care Board, NHS providers/trusts, primary care and the VCSE
5. To negotiate and ensure that the appropriate partner agreements are in place including sections 75 and 256 where necessary.
6. To lead the commissioning of new smokefree generation services and ensure that all contracts and other agreements are established in line with the appropriate governance, are monitored and performance managed using the appropriate contractual levers when necessary to instigate any remedial actions.
7. To ensure that all public health commissioned services reflect robust evidence of effectiveness and cost benefits.
8. To be accountable for all spend being in line with budgets set and ensure efficiencies are achieved as required.
9. Improve the overall management of resources (financial, human, and other). Discover new ways to reduce the cost of services whilst increasing the overall productivity and value for money to service users through a range of approaches, including: the strategic re-design of services and their costs; the use of business and operational process improvements and the smarter use of supply the better use of demand management.
10. To develop market intelligence, including harnessing the views of service users, to identify gaps and unmet needs to inform the decommissioning, redesign, and commissioning of services to meet the needs of the population.
11. To work closely with providers (voluntary and independent sector) to develop productive provider-commissioner relationships.
12. To develop joint commissioning and public health strategies, implementation plans and public health interventions that are aligned to short, medium- and long-term financial plans, jointly with Health and other partner/organisations, to support the redesign and transformation of services.

13. To research and review healthy lifestyle evidence legislation, policy guidance, new initiatives, and best practice in relation to strengthening community resilience and personalised models of service that increase choice and control and to ensure staff, providers and other stakeholders are aware of any relevant future government policy and initiatives.
14. To represent the Council at local, regional, and national events and provides advice on evidence, evidence, policies and practices, and strategic direction and support to the relevant Partnership Boards and forums.
15. To implement and promote Cambridgeshire County Council's policies and procedures relating to all areas of employment and service delivery.

CAMBRIDGESHIRE COUNTY COUNCIL**PERSON SPECIFICATION**

Job Title: Commissioning and Health Improvement/ Smokefree Generation Lead and Coordinator

Directorate/Office: Adults, Health, and Commissioning – Public Health Team

Reports to: Deputy Director of Public Health

Grade: P4

Location: Alconbury

Hours: 37

The following criteria are appropriate for this post. You must meet the essential criteria in order to be shortlisted for the post and it would be advantageous if you meet the desirable criteria.

Education, Qualifications & TrainingEssential:

Educated to degree level or equivalent through experience.

Desirable

Public Health Qualification
Management/financial qualification

Knowledge & ExperienceEssential:

- Excellent knowledge of Public Health commissioning at a senior level.
- Experience of working in or with Public Health.
- Understanding of the interface and partnership working with the NHS, other local authorities, and other partners.
- Good knowledge of contracting and procurement.
- Good knowledge of and experience of applying information and clinical governance principles and requirements.
- Extensive experience of working with a wide range of service users and their carers and families.

- Experience of strategic commissioning/ undertaking strategic reviews.
- Experience of developing integrated services across sectors.
- Experience of market development and contract management.
- Experience of managing budgets in order to align commissioning intentions to financial strategy.
- Substantial experience of managing human and other resources at middle management level.
- Experience of effective risk management and the effective application of safeguarding processes.
- Excellent interpersonal and written communication skills sufficient to impart understanding and gain acceptance of new concepts and proposals.

Desirable:

- Although formal public health qualifications are not considered to be essential, knowledge and understanding of public health theory and practice would be desirable for an understanding of the outcomes that the commissioned services should achieve.
- Knowledge and some involvement in the commissioning or contracting of public health services in terms of the types, the challenges, value, and complexities.

Skills & Attributes

Essential:

- Ability to deliver commissioning budgets on target.
- Must be able to identify and develop strategic opportunities for partnership working and integrated service delivery with health and other partners.
- Proven negotiation and interpersonal skills sufficient to demonstrate a range of approaches and techniques to influence, persuade or gain the support and co-operation of others.
- Must demonstrate the ability to be an innovative problem solver.
- Ability to analyse data sufficient to develop local market strategies.
- Must be self-motivated and able to prioritise a demanding workload working effectively and competently under pressure.
- Ability to model leadership behaviours including evidenced based.
- Decision making under highly pressurised circumstances.

- Ability to use information technology to improve service delivery and reduce costs.
- Demonstrable continuous development and improvement of leadership techniques and approaches.
- Ability to chair meetings and manage projects as required.
- Must be able to demonstrate a customer focussed approach.
- Ability to engage service users/carers in the development of strategic plans.
- Proven project management skills.

Desirable:

n/a

Special Requirements

Essential: Ability to travel across the County

Disclosure level

What disclosure level is required for this post?	None	Standard
	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 X	Field	Remote	Mobile
--	-------	-------------	-------	--------	--------