**Job Description**

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| **Job Title:** Public Health Improvement Officer: Commissioning and Partnerships: Children and Young People  **Directorate:** Public Health |
| **Reports to:** Consultant in Public Health |
| **Grade:** P2 |

**Overall purpose of the job**

Work to improve, promote and protect the health and wellbeing of the Cambridgeshire population and reduce health inequalities.

To contribute to the achievement of Cambridgeshire County Council (CCC) Strategic Ambitions, the Joint Health and Wellbeing and Integrated Care Partnership Strategy, other related strategies, and the achievement of Public Health Outcomes

Work to support the delivery of the public health outcomes found in the Public Health Outcomes Framework.

The post will have the following overarching responsibilities for:

• Outcomes based and evidence-based cost-effective Public Health Improvement

services and interventions.

• Partnership work to secure collaborative development of Public Health

Improvement services and interventions.

The post is placed within the Cambridgeshire County Council Public Health Directorate and is part of a team in accordance with their specialism.

**Main accountabilities**

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|  | **Main accountabilities** |
| 1. | To play a lead role in the development and implementation of **Children and Young People** strategies to improve health outcomes and reduce health inequalities. |
| 2. | To influence and support policy and strategy development for **Children and Young People** with a range of partners, both within the local authority and externally, to improve health outcomes and a reduction in health inequalities. |
| 3. | To research, identify and analyse complex health information and the evidence base (including economic evidence) for the identification of needs, for commissioning preventative and treatment interventions, public health improvement interventions.  This will include receiving public health intelligence regarding (relevant area) from local, regional, and national levels. |
| 4. | To play a lead role in commissioning of **Children and Young People’s** publichealth improvement services and their ongoing performance monitoring. |
| 5. | To be responsible for the budgets relating to areas of responsibility and for ensuring that they are robustly monitored. |
| 6. | To be responsible for auditing and evaluating **Children and Young People** commissioned services and projects to demonstrate service improvements, targets and outcomes achievement. |
| 7. | To be responsible for producing reports on performance, for presentation and reporting to relevant governance structures. |
| 8. | Be responsible for making business cases and other funding applications for **Children and Young People** as required. |
| 9. | Work with Behaviour Science and Public Health Intelligence staff to identify insights and use them to inform the development of interventions and commissioning. |
| 10. | To work with partners from directorates within Cambridgeshire County Council and the wider system, including a wide range of statutory and voluntary organisations and communities to address the wider determinants of health and to develop and implement collaborative and innovative interventions for improving health outcomes. |

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

**Person Specification**

**Qualifications, knowledge, skills and experience**

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| **Qualifications Required** | **Subject** | **Essential/**  **Desirable** |
| **Batchelor Degree** | Public Health/Health Improvement or related subject. Equivalent experience will be considered but the post holder must commit to securing a relevant public health qualification. | Essential |
| **Master’s Degree** | Public Health/Health Improvement or a related subject e.g. Epidemiology | Desirable |

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

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| **Identify** | **Describe** | **Essential/**  **Desirable** |
| **Knowledge** |  |  |
| Public Health and its underlying principles. | Comprehensive knowledge and understanding of the Public Health population approach. This includes public health policy and practice. Along with a knowledge of the key public health principles, especially its focus upon health inequalities and evidence-based practice. | Essential |
| Knowledge and understanding of key public health concepts, theories, and policy | Comprehensive knowledge of Public Health concepts and theories for example behavioural change, wider determinants of health or Marmot’s “Health Gap”. The candidate should be able to describe these and their implications for the health of the population. | Essential |
| Knowledge of the principles of commissioning, the commissioning cycle and performance monitoring | Robust knowledge and understanding of the key commissioning principles and the commissioning cycle. Understands commissioning for outcomes, the importance of value for money and return on investment. Understands the importance of performance monitoring for outcomes and the associated actions for improvements. | Essential |
| Contracting and procurement regulations and legal requirements. | Thorough knowledge and understanding of these factors and how they influence all aspects of commissioning and contracting | Essential |
| Epidemiological theory and practice | Knowledge and understanding of epidemiological theory and how it is used in public health. | Essential |
| Evidence for key public health areas and comprehensive in-depth understanding of **relevant area** | Comprehensive knowledge of Public Health. The post is expected to understand the key areas of public health evidence and know in depth the key evidence relating to **Children and Young People**. This includes primary, secondary, and tertiary prevention. | Essential |
| Evaluation of public health interventions. | Good knowledge and understanding of theories, concepts and methods for evaluating public health interventions. | Essential |
| **Skills** |  |  |
| Ability to understand policy and its implications for strategy and commissioning. | Required to analyse public health policy and strategy and be able to translate strategy into action. | Essential |
| Ability to commission for outcomes, develop service specifications and key performance indicators | Required to identify the key outcomes and develop service specifications that reflect the best evidence and key performance indicators. This includes an ability to interpret performance reports from providers and their implications for service outcomes. | Essential |
| Ability to procure and commission services | Required to work across the commissioning cycle including supporting the procurement and legal processes. | Essential |
| Ability to understand and interpret epidemiological data. | Required to identify need and the implications for policy and commissioning. It includes the ability to undertake or support needs assessments. | Essential |
| Ability to undertake literature searches and to critically analyse Public Health improvement evidence and research | Required the post holder to identify evidence of effectiveness and cost benefits to inform policy, commissioning, and interventions. | Essential |
| Ability to undertake or support evaluations of public health intervention in the post’s area of responsibility | Required to undertake or support the development of an evaluation framework for public health interventions and produce evaluation reports. | Essential |
| Ability to develop and implement effective social marketing and health improvement campaigns in different media campaigns | Required to plan, initiate, and support social media and health improvement campaigns that are based on robust evidence and are in different media. | Essential |
| Ability to communicate and consult with communities and service users | Required to communicate and consult with communities using a range of methods on commissioning proposals and other health improvement issues.  In addition to work with communities to develop community interventions | Essential |
| Ability to identify to plan and manage projects and programmes | Required to secure support including resources (for example securing grants) to implement a wide range of projects. | Essential |
| Ability to write reports and presentation skills. | Required to compile information and reports and presentations for different types of audiences. | Essential |
| Ability to use standard IT packages | Required to have standard keyboard skills and ability to communicate through IT using packages such as Word, Outlook, Excel, and PowerPoint. | Essential |
| Ability to be responsive and flexible | Required be pragmatic, responsible and respond quickly and positively to unexpected changes and requests. | Essential |
| **Experience** |  |  |
| Experience of developing and leading projects and programmes | Required to take a senior position in the development; implementation and monitoring of Public Health improvement services or programmes along with budget management skills. | Essential |
| Experience of influencing policy development and commissioning through the provision of public health evidence in related or **relevant a**rea | Required to provide evidence of need and for interventions to policy makers and commissioners for service or intervention development. | Essential |
| Experience of working with partners to from local authorities, NHS including clinicians, voluntary and community sectors | Required for partnership working for joint assessment of need, policy and strategy development and commissioning. | Essential |
| Experience of undertaking audit and evaluation | Required to undertake different types of audits and supporting the necessary improvements identified in any audit. | Desirable |
| Accepts responsibility and accountability for own work and can define the responsibilities of others | Required to recognise the limits of his/her own authority within the role and to seek and uses professional support appropriately | Essential |
| Excellent interpersonal and influencing skills | Required to possess the following attributes to influence others.   * Understand the principle of   confidentiality   * Demonstrate empathy for the   concerns of others   * Listen to and understand directly.   and indirectly expressed feelings.   * Shows respect for the   feelings, views and  circumstances of others. | Essential |
| **Safeguarding** *(include for roles working with children/vulnerable adults)* | Demonstrate an understanding of the safe working practices that apply to this role. | Essential |
|  | Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults. | Essential |