

When potential is unlocked, talent *thrives*



West
Northamptonshire
Council

Job description and person specification

Consultant in Public Health

Thank you for your interest in this role. Our vision at West Northamptonshire Council (WNC) is: 'to make West Northants a great place to live, work, visit and thrive'.

We truly stand by this and work hard every day to make this a reality, and at WNC it's about our people. People who thrive with ambition, bring new ideas, demand better ways of working, care about every detail, and who never shy away from a challenge.

Our culture is a gateway for new experiences. A place to forge new opportunities. To empower you in your career and unite you with like-minded people. When potential is unlocked, talent thrives.



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Purpose and impact:

The Consultant in Public Health role will bring public health and leadership experience to the development and the delivery of the public health agenda in West Northamptonshire and the implementation of the public health requirements placed on local authorities under the Health and Social Care Act 2012.

The post holder will be an important member of the Public Health leadership team for West Northamptonshire and will support the Director of Public Health to deliver his or her responsibilities across the area, including the commissioning responsibilities contained within the section 7a agreement with the Secretary of State. The post holder will contribute to the implementation of all relevant national and local policy and recommendations, ensuring that population health principles and approaches are at the heart of local transformation in order to secure improved health outcomes, including prevention of ill-health and reduced health inequalities.

In addition, the post holder will manage, and be responsible for, a portfolio of public health programme areas and the associated staff and resources as required by the Director of Public Health, while contributing to the wider public health agenda and supporting the Public Health Team as a whole.

The public health team has three main duties:

- To take steps to improve the health of the population, including commissioning public health action and interventions.
- In tandem with central government, to take steps to protect the population against threats and hazards and organise efforts to ensure plans are in place to respond to any health protection emergencies; and
- To provide commissioning advice and support to Clinical Commissioning Groups and partner organisations.

This role exists:

- To have responsibility for development, implementation and delivery of local policies, developing and evaluating inter-agency and interdisciplinary strategic plans and programmes to improve public health and wellbeing in the county; and
- To provide expert public health advice and leadership to support and inform an evidence-based approach within ethical frameworks for commissioning and developing high quality equitable services to improve public health and wellbeing in West Northamptonshire.

The post holder will have individual objectives and a job plan and will also create a supported personal development plan with the Director of Public Health to build on existing knowledge and develop any additional skills/competencies required to take a leadership role in one or more public health programme areas. The job plan documents will set out the agreed programmed activities (PAs) that are necessary to fulfil the duties and responsibilities described in the job description.

Accountable to:

This role is accountable to the Director of Public Health and is responsible for the direct line management of a Public Health Principal and the leadership of service areas within the designated portfolio area. The role sits within the Public Health Team, part of the People Directorate in West Northamptonshire Council.

Responsibilities:

The post is subject to the core competencies as set out by the Faculty of Public Health for Consultant appointments and the post holder will be expected to demonstrate expertise in all of them (Appendix A). The post holder's main accountabilities are:

1. To provide strategic and system leadership and provide and coordinate high quality professional Public Health input, support and advice to the local system to drive improvements in outcomes, prevention of ill health, promotion of good health and reductions in health inequalities.
2. To be responsible for development, implementation and delivery of local policies, developing inter-agency and interdisciplinary strategic plans and programmes, with delegated authority to deliver key public health targets;
3. To provide expert public health advice and leadership to support and inform an evidence-based approach within ethical frameworks for commissioning and develop high quality equitable services, across primary, secondary and social care, and across sectors including local authorities, voluntary organisations, etc;
4. To develop and utilise information and intelligence systems to underpin public health action across disciplines and organisations, leading collation and interpretation of relevant data;
5. To monitor and contribute to the formulation of Public Health budgets and inform and manage financial initiatives;
6. To lead on public health research in specific topic areas, and commission research audits/projects, and/or undertake research or audit and translate research findings into public health practice;
7. To provide public health expert advice to health organisations in Northamptonshire, including ensuring that there is an effective use of secondary care and primary care data to inform the Integrated Care System's (ICS) commissioning and provider functions, and developing a work programme to enable ICS to receive timely advice to inform their commissioning plans; and
8. To respond when required to press enquiries and general public concerns, in conjunction with the communications team and in accordance with organisational policy.
9. To maximise personal productivity, minimise duplication and errors; and manage our information efficiently and securely to reduce risk, through effective use of Office 365 and our internal IT systems and applications.
10. Actively challenge and seek to eliminate any directly or indirectly discriminatory practice or behaviours.
11. Demonstrate awareness and understanding of other people's behavioural, physical, social and welfare needs and ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons.

PERSONAL AND PROFESSIONAL DEVELOPMENT

In addition, the postholder will be expected to:

1. Work in accordance with the appropriate professional group's code of conduct and appraisal and revalidation process as appropriate and relevant to role (e.g. NMC, GMC, Department of Health Code of Conduct for Senior Managers, CIPD, etc.);
2. To pursue a programme of Continuing Professional Development including mandatory training in accordance with the requirements of a recognised Professional body e.g. Faculty of Public Health, Royal College of Pathologists, etc.;
3. On the occasions when a medical qualification and GMC specialist registration are required, medically qualified members may be asked to undertake specific duties such as in the development of Patient Group Direction or Medical Officer Functions in the Regulations of the Public Health Act, such occasions may be based on legislative or organisational requirements;
4. To ensure direct reports and all staff members within scope of responsibility have objectives that are based on corporate strategy and that they are held to account for their delivery;
5. To ensure appropriate clinical/professional development and mentorship systems are in place for teams within area of responsibility and provide direct clinical/professional supervision and mentorship as appropriate including the management of Specialty Registrars in Public Health;
6. To carry out your duties in line with all organisational policies, procedures and standards;
7. To deputise for the Director of Public Health when required.

The above is only an outline of the tasks, responsibilities and outcomes required of the role. You will carry out any other duties as may reasonably be required by the Director of Public Health. The job description and person specification may be reviewed on an ongoing basis in accordance with the changing needs of the organisation or the Public Health and Wellbeing Directorate.

Person specification:

The requirements for the role are outlined below and will be part of the selection process. Each of the criteria listed below will be measured by:

(A) Application Form, (T) Test, (I) Interview, (P) Presentation, (D) Documentation.

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

Skills and abilities:	Essential / Desirable	Measured by
Strategic thinker with proven ability to provide visible leadership that inspires confidence, sets clear direction and role-models organisational values	E	A, I
Excellent oral and written communication skills (including dealing with the media)	E	A, I
Effective interpersonal, motivational and influencing skills with evidence of motivating individuals and teams, building positive cultures and supporting high performance	E	A, I
Ability to respond appropriately in unplanned and unforeseen circumstances	E	A, I
Sensible negotiator with practical expectations of what can be achieved	E	A, I
Substantially numerate with highly developed analytical skills using qualitative and quantitative data	E	A, I
Ability to design, develop, interpret and implement policies	E	A, I
Resource management skills	E	A, I
Ability to build effective relationships across organisational boundaries, working collaboratively with NHS, ICS, VCSE, council services and community partners to deliver shared outcomes.	E	A, I
Ability to operate with political awareness, providing clear and balanced professional advice to senior officers and elected members, and speaking truth to power with integrity	E	A, I
Ability to lead change, support continuous improvement and bring others with you through periods of uncertainty or transformation.	E	A, I
This is applicable to all roles in WNC that are required to use IT equipment: Demonstrate effective use of Office 365 (incl. Teams, OneDrive, etc.) or willingness to undertake training during the probation period.	E	A/I

Knowledge:	Essential / Desirable	Measured by
Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements and/or other recognised body to which the post holder has membership	E	A, I, D
High level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation	E	A, I
Understanding of health economics	D	A, I
Understanding of NHS and local government cultures, structures and policies	E	A, I
Knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public	E	A, I

health practice		
Understanding of social and political environment	E	A, I
Knowledge of partnership working across Integrated Care Systems, and understanding of how local authorities, NHS bodies, VCSE organisations and communities work together to influence population health outcomes	E	A, I
Understanding of how organisational culture, leadership behaviours and inclusive practice influence service outcomes and staff wellbeing	E	A, I

Relevant experience:	Essential / Desirable	Measured by
Project management skills	E	A, I
Practical experience of leading programmes or services through periods of transformation, financial constraint or significant organisational change	E	A, I
Experience of leading and motivating teams, creating a positive culture and supporting performance, development and wellbeing	E	A, I
Experience of working across organisational boundaries and fostering effective partnerships with NHS, ICS, VCSE and/or local government colleagues	E	A, I
Budget management skills	E	A, I
Experience of embedding equality, diversity and inclusion within service delivery or team leadership	E	A, I
Coaching and mentoring skills	D	A, I
Scientific publications, presentation of papers at conferences, seminars etc.	D	A, I

Education, training and work qualifications:	Essential / Desirable	Measured by
Inclusion in either: the GMC Specialist Register/GDC Specialist List/UK Public Health Register (UKPHR) for Public Health Specialists	E	A, I, D
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	E	A, I, D
Any public health specialty registrar applicants who are currently on the UK public health training programme and not yet on either the GMC, GDC or UKPHR specialist register must provide verifiable signed documentary evidence that they are within 6 months of gaining entry to a register at the date of interview. Applicants going through the portfolio registration routes (GMC or UKPHR) are not eligible to be shortlisted for interview until they are included on the register. The six-month rule does not apply to these portfolio route applicants.	E	A, I, D
If an applicant is UK trained in Public Health, they must ALSO be a holder of a Certificate of Completion of Training (CCT) or be within six months of award of CCT by date of interview. If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT	E	A, I, D
Qualification in Health Economics	D	A, I, D

All appointments are subject to standard pre-employment screening. This will include identity, references, proof of right to work in the UK, medical clearance and verification of certificates.

Additional pre-employment checks specific to this role include
Verification of registration as identified above.

Day-to-day in the role:

Hours:	37	Primary work base:	One Angel Square, Northampton
Job family band:	SM12	Worker type:	Part-flexible
Salary range:	£84,166-£90,437	Budget responsibility:	Yes
People management responsibility:	This role is responsible for leading a specific portfolio area and its staff, with direct line management of one or more members of staff.		

Working conditions & how we work:

West Northamptonshire Council operates on a hybrid working principle and this role has been identified as a part-flexible worker type, this means that you will be able to work from other work locations and when not working from an office you will be working remotely for up to 3 days a week (including from home).

Flexible working is also possible at West Northants Council and options on whether this is appropriate for this role can be discussed with your recruiting manager.

Our organisational values and behaviours

Everything we want to achieve for West Northants depends on having the right people in place and doing the right things and we want all colleagues to THRIVE, both personally and professionally. Our values and our behaviours framework underpin how we work and what partners and customers can expect from us. We want to do our very best for our residents, service users and businesses and for our staff – we want everyone to THRIVE.

T Trust	We are honest, fair, transparent and accountable. We can be trusted to do what we say we will.
H High Performing	we get the basics right and what we do, we do well. We manage our business efficiently.
R Respect	we respect each other and our customers in a diverse, professional and supportive environment.
I Innovate	we encourage curiosity, we are creative and seize opportunities to grow individually as an organisation and as an area.
V Value	We continually strive for best practice and ways of improving existing procedures, practices and systems and thereby promoting efficiency and cost effectiveness

E Empower

we believe in people, will listen, learn and trust them to make decisions. We help people to realise their ambitions.

"Valuing colleagues as individuals and encompassing our different perspectives to deliver our collective ambitions. One West inclusive culture"

When potential is unlocked, talent thrives

Choose a career that offers you a true sense of achievement, fills you with pride and challenges you in a positive way, everyday.

The benefits of a career at WNC include:

- **People** are at the centre of everything we do. Without our people, we wouldn't be able to deliver services to the people in our community.
- **Ambition** runs through everything we do at West Northants Council, we nurture and develop our people's ambition and willingness to succeed, to continually improve the service we provide to the community.
- **Care** is at the heart of West Northants Council, we care in so many ways; seen and unseen, helping our colleagues and community to thrive.
- **Flexibility** is key, we know work-life balance is critical to wellbeing, so we work hard to make sure our benefits package promotes and improves wellbeing; from annual leave, sick pay, family leave and flexible working, financial security offered by a local government pension scheme and life assurance, and discount schemes which make a difference to your day-to-day life, through to employee helplines offering free legal, health, financial and wellbeing advice and support.

We want you to have balance and be happy.

