WHERE CAREERS THRIVE

When potential is unlocked, talent *thrives*

West Northamptonshire Council

Job description and person specification

Public Health Practitioner – East Midlands Association of Directors of Public Health (EM ADPH)

Public Health

West Northamptonshire Council

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.

Purpose and impact:

To improve the health of residents in Northamptonshire and across the East Midlands region using prevention and health improvement approaches across the health and social care economy and to support the implementation of evidence based public health programmes/interventions to promote healthy lifestyles and reduce health inequalities. This includes leading and coordinating regional collaboration, delivering shared priorities across multiple Local Authorities, and maximising impact through system-wide working and existing resources.

Accountable to:

This role is accountable to the East Midlands Practice Improvement Manager, responsible for the direct line management of the public health officer. The role sits public health in West Northamptonshire Council, with a regional remit across East Midlands Public Health teams and partner organisations.

Responsibilities:

1. To fully manage and commission evidence based public health projects with partners from inception to delivery that deliver improvements in prioritised public health outcomes, including leading and coordinating multi-agency regional workstreams aligned to East Midlands ADPH priorities.

2. To guide and advise decision makers across the Public and Community Sectors to ensure that public health principles are fully embedded in the design of policies and programmes that influence population health across the region.

3. To provide subject matter expertise to inform the commissioning and/or decommissioning of services that impact on public health outcomes, including supporting collaboration approaches to service design and delivery across multiple Local Authorities.

4. To contribute to the joint strategic needs assessment - developing a clear local understanding of health needs and gaps in evidence-based services, and supporting the identification of shared regional priorities and opportunities fro joint action.

5. To represent public health in multi-agency forums such as regional network, partnerships, and Communities of Improvement.

6. Where required, to be responsible for the line management of staff in public health who will deliver key public health projects. This includes undertaking recruitment, supervision, and development of these staff.
7. Coordination of task and finish groups delivering regional priorities.
8. To prepare and deliver presentations conveying complex and sensitive data and other health / health care information to a variety of audiences, including public health specialists and non-specialist audiences and individuals, including briefing senior leaders and DsPH at regional level.

9. To provide support to East Midlands Directors of Public Health and East Midlands Practice Improvement Manager in delivering the relevant portfolio of public health activity regionally, and contribute to the delivery, coordination, monitoring, and evaluation of the East Midlands ADPH Programme.

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.

12. Demonstrate understanding and operate effectively within a complex and evolving political landscape across the East Midlands region. Build and maintain constructive relationships with senior leaders and partner organisations to ensure that the regional programme is responsive, feasible and aligned to different organisational and political contexts.

Additional Regional Responsibilities:

- Coordinate and support East Midlands ADPH and Public Health Alliance meetings, including agenda setting, action tracking, and follow-up
- Undertake horizon scanning to identify emerging public health issues, innovation, and best practice
- Support identification of funding opportunities and collaborative initiatives across the region
- Provide regular updates and reporting on progress, risks, and impact to senior stakeholders

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

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
Good planning and organisational skills to work on concurrent projects delivered on time and demonstrating ability to adhere to deadlines.	E	A, I
Application of excellent interpersonal and motivational skills to negotiate with practical expectation of what can be achieved.	E	A, I
Excellent oral and written communication, ability to present complex information to groups and in a simplified way (for a range of audiences from senior management to the media).	E	A, I
Able to act independently, with minimal guidance from line manager. Experience of line managing staff.	D	A, I
Able to develop and deliver training and webinars to a range of audiences.	D	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
Able to demonstrate a good understanding of NHS and local authority policy, statutory duties and responsibilities.	E	A, I
Able to demonstrate understanding of public health practice, health promotion and health care evaluation.	E	A, I
Able to demonstrate knowledge of evidence based public health practice.	E	A, I
Able to demonstrate knowledge of data analysis and application in reports and evidence reviews.	D	A, I

Relevant experience:	Essential / Desirable	Measured by
Able to demonstrate experience of working in NHS, local government or voluntary and community sector cultures and structures.	E	A, I
Experience of delivering multi-agency work including experience of responding successfully to the challenges of joint working, representing a public health or organisational view and experience of leading or chairing a multi-agency group.	E	A, I
Demonstration of the ability to develop on public health strategy and policy, including longer term planning.	E	A, I
Experience of developing health improvement strategies and/or action plans.	E	A, I

Able to demonstrate experience of working in partnership with private sector businesses and a good understanding of their priorities.	D	A, I
Adaptable and able to work well against a background of significant change and uncertainty.	D	A, I
Able to demonstrate experience of developing and delivering income generation.	D	A, I

Education, training and work qualifications:	Essential / Desirable	Measured by
Degree or Postgraduate qualification relevant to Public Health (e.g. Master's degree in public health related subject such as Masters in Public Health (MPH) or evidence of equivalent qualifications.	E	A, I, D
Either have or working towards Practitioner level registration with UKPHR	D	A, I, D
Postgraduate degree (masters level) OR significant experience in a post related post to public health e.g. either in local authority, NHS or voluntary sector	E	A, I, D
Prince2 Practitioner level	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 Standard Disclosure and Barring Service check

Day-to-day in the role:

Hours:	37	**Primary work base:**	WNC One Angel Square
Job family:	Professional Support	**Worker type:**	Flexible
Salary range:	Band 9	**Budget responsibility:**	N/A
People management responsibility:	N/A		

Working conditions & how we work:
We offer a flexible and hybrid way of working that involves working from both home and in the office but may also require visiting other offices within the region.

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.

deliver our collective ambitions. One West inclusive culture

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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.

West Northamptonshire Council