

WHERE
CAREERS
THRIVE

When potential
is unlocked,
talent *thrives*



West
Northamptonshire
Council

Job description and person specification

Public Health Principal

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:

Contribute to the formulation of strategic public health plans. This includes the regular assessment and identification of health needs and priorities.

Accountable to:

This role is accountable to the Consultant in Public Health. The role sits within Public Health team within the People Directorate in West Northamptonshire Council.

Responsibilities:

1. Review national policy for impact on health and wellbeing and provide highly specialist advice on public health/health promotion policy and practice to individuals and organisations across all sectors and support on the development, interpretation and implementation of national policies. The post holder will identify, develop, implement, and evaluate a range of public health/health promotion programmes to meet identified needs/priorities contributing to long term health improvement and reduction in health inequalities.
2. Ensure the prevention/promotion agenda is at the forefront of key strategies and programmes that impact on the long term health and well-being of the population. This includes the development of capacity for impact assessment and evaluation of strategies, policies and programmes.
3. Lead, develop and sustain strategic partnership work that spans organisational and professional boundaries including local authorities, NHS organisations, voluntary organisations and independent sector, to deliver strategic and operation objectives of the Public Health Team, including leading and planning and development of community health development initiatives that impact on health and wellbeing.
4. Provide specialist public health advice to inform the commissioning and/or decommissioning of services across organisation boundaries.
5. Support relevant research activities including review of complex research proposals and working with academic centres and others on collaborative projects.
6. Write and contribute to public health reports. These reports will vary in length and complexity and will range from informal summaries to detailed comprehensive reports. It will also be necessary for the post holder to be able to summarise these reports and disseminate their findings.
7. 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.
8. Continually review current work practices, making recommendations to others and implementing improvements e.g., updating/developing systems.
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.

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
Excellent report writing skills with the ability to present complex information in a meaningful way to a variety of audiences.	E	A, I
Excellent oral, interpersonal and communication skills with the ability to influence and negotiate and the ability to present to a variety of audiences.	E	A, I
Effective leadership and mentoring skills with the ability to support professional development and training.	E	A, I
The ability to project manage concurrent projects, making effective decisions and ability to resolve arising problems.	E	A, I
Computer literate with good IT skills in standard Microsoft software as well as specialist software such as statistical and GIS systems.	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/T/I

Knowledge:	Essential / Desirable	Measured by
Excellent level of knowledge and understanding of all Public Health practices, including wider determinants of health, health inequalities, health improvement and health protection methodologies and able to apply into practice.	E	A, I
Specialist understanding of Public Health competencies including the need for continuous professional development (CPD).	E	A, I
Specialist knowledge of epidemiological intelligence analysis, interpretation and presentation.	E	A, I
Significant level of understanding of methods of developing evidence based practice.	E	A, I
Excellent understanding of NHS and Local Authority policy, statutory duties and responsibilities.	E	A, I

Relevant experience:	Essential / Desirable	Measured by
Substantial experience in leading a team in delivering Public Health projects and functions, including projects that effect service change or redesign, working against a backdrop of change and uncertainty.	E	A, I
Significant experience in line management, including staff development and training - A willingness to further develop and lead others in adapting to change (Ability to provide coaching and mentoring to other public health staff, including as part of their formal professional development).	E	A, I

Experience of providing specialist Public Health advice and knowledge to inform the commissioning/ recommissioning of services.	E	A, I
Experience of leading effective multi-agency work including 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
Experience of working in collaboration with Health and Social Care/Voluntary Sector to deliver Public Health programmes.	E	A, I
Experience of developing Public Health strategies and/or action plans and/or involvement in longer term planning in a Local Authority or NHS setting.	E	A, I
Experience of writing in a range of styles from brief summaries through to in-depth technical reports and communicating information effectively to staff, external partners and the public. (Excellent ability in transforming data and research into delivery, inspiring change across the team and the wider council).	E	A, I
Experience of dealing with media enquiries, freedom of information requests and customer complaints.	D	A, I
Experience of producing scientific publications, presentation of papers at conferences, seminars etc. (Peer reviewed publication of method, analysis and conclusions).	D	A, I

Education, training and work qualifications:	Essential / Desirable	Measured by
A post graduate qualification in a Public Health or Public Health related subject such as Nursing, Allied Health Science etc. or equivalent experience.	E	A, I
Active registration with clinical bodies such as GMC, LMC, GDC, NNC and/or UK Public Health Register (UKPHR) at an appropriate level.	D	A, I
Professional Qualification in Management or equivalent experience.	E	A, I

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.

Day-to-day in the role:

Hours:	37	Primary work base:	One Angel Square
Job family band:	SM11	Worker type:	Part-flexible
Salary range:	£65,098 - £71,353	Budget responsibility:	[provide c. £x figure]
People management responsibility:	Public Health Practitioner		

Working conditions & how we work:

We are open to discussions about flexible working.

This role has been identified as a part-flexible worker type, this means that you will be able to worker 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).

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.

