



## **Job Description and Person Specification**

### **Job details**

<b>Job title:</b>	Consultant in Public Health (full time / part time / job share)
<b>Grade:</b>	NNC Band SM13 (£79,100-£88,622)
<b>Accountable:</b>	Director of Public Health and Wellbeing (managerially) and North Northamptonshire Council (professionally)
<b>Responsible:</b>	for a portfolio of work to be confirmed
<b>Directorate:</b>	Public Health & Wellbeing

### **Appointment**

This is a post for a Consultant in Public Health, a newly created post within the new PH structure of North Northamptonshire Council based at the PH team headquarters in Kettering. The post-holder will be a health professional treating the population of North Northamptonshire.

### **Context and overall purpose of the job**

The Public Health Team in North Northamptonshire Council was established in October 2022, following the transfer of responsibilities from a combined Public Health team across the whole of Northamptonshire to the two newly established local authorities (North Northamptonshire Council and West Northamptonshire Council). 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 North Northamptonshire and the implementation of the public health requirements placed on local authorities under the Health and Social Care Act 2012.

On behalf of the local authority, the post-holder working with the DPH and other consultant colleagues will lead on improving the health and wellbeing of the residents of North Northamptonshire, which is underpinned by the statutory duty placed on local government to take such steps as it considers appropriate to improve the health of its local population. The post-holder will take responsibility for a number of strategic objectives arising from the of the local authority and/or the Health & Wellbeing Board and act as a change agent to enable delivery of relevant outcomes from the public health, NHS and social care outcome frameworks. The post-holder will be expected to work across organisations, be able to influence budgets held by those organisations

as well as advocate for change effectively. They may hold direct managerial responsibility for services and budgets which directly contribute to these objectives but they will usually also have substantially greater strategic responsibilities across the council and other agencies.

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 and Wellbeing, 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:

1. To improve the health of the population, including the commissioning of public health services and interventions
2. To protect the population against threats and hazards to health and organise efforts to ensure plans are in place to respond to any health protection emergency
3. To provide specialist public health advice and support to the Integrated Care Board (ICB) and other 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 in order 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 North 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.

## **Principal responsibilities**

1. To provide strategic and system leadership and provide and coordinate high quality professional Public Health input, support and advice to the local system in order to drive improvements in outcomes, prevention of ill health, promotion of good health and reductions in health inequalities
2. To be responsible for the 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 specialist 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 in order 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 and Wellbeing Directorate budgets so that there is effective and efficient financial management across the PH directorate
6. To lead on public health research in specific topic areas, commission research audits/projects, and/or undertake research or audit in order to translate research findings into public health practice
7. To provide public health expert advice to health organisations in North Northamptonshire, including ensuring that there is an effective use of secondary care and primary care data to inform the NHS commissioning process
8. To respond when required to press enquiries and general public concerns, in conjunction with the communications team and in accordance with organisational policy, so that there is a timely response to any PH enquiry
9. To deputise for the Director of Public Health and Wellbeing when requested

Underpinning much of these duties are public health tasks such as;

- Undertaking health needs assessments as required to enable actions to be taken to improve the health of the local population.
- Developing prioritisation techniques and managing their application to policies, services and to help resolve issues such as the investment-disinvestment debate
- Effective communication of complex concepts, science and data and their implications for local communities, to a range of stakeholders with very different backgrounds.
- Understanding of evaluation frameworks and applying those frameworks to the benefit of local communities.
- A capacity to apply the scientific body of knowledge on public health to the policies and services necessary to improve health, both currently and for future generations, and to formulate clear practical evidence-based recommendations
- The understanding of human and organisational behaviour and the application of this knowledge to the achievement of change.
- Inspire commitment to public health outcomes and to prevention as a core feature of public sector reform

The work will include working across the entire Council and local NHS bodies, as the Council has a statutory duty to provide public health advice to the local Integrated Care System and the Council's Health and Wellbeing Board (which has a coordinating role for the whole of the health and care system). It will also involve influencing private sector, voluntary sector and community sector organisations that can impact on health, both currently and into future generations, and also influencing the attitudes and behaviour both of professionals and of the population generally.

In delivering the strategic objectives the post-holder will be expected to demonstrate expertise in the full range of relevant competencies as set out by the Faculty of Public Health. This includes evaluation techniques, policy analysis and translation and the ability to communicate effectively with a range of stakeholders including politicians. In addition to any direct responsibility for managing staff or budgets, the postholder will be responsible for change and improvement in the agreed areas of work and for supporting the delivery of the statutory duty of the Council to take the steps it considers necessary to improve the health of its communities.

## **Public Health Department**

Current staffing of the Department of Public Health includes the DPH, a Deputy DPH, 2 further CPH posts plus an Assistant DPH. In addition to this senior team, there is a range of Health Improvement Principals, practitioners and officers plus business support staff. There are currently 2 PH Specialist Registrar posts within the department.

The post-holder working with the DPH will be expected to make best use of both public health department resources as well as influence the resources in the Council as a whole.

Training and CPD arrangements – the department is approved for the training of PH specialists, and the postholder will be expected to undertake the full range of CPD activities as directed by the Faculty of PH.

The post-holder will be professionally accountable to NNC and managerially accountable to the DPH. Professional appraisal will be required. An initial job plan will be agreed with the successful candidate prior to that individual taking up the post based on the draft job plan attached. This job plan will be reviewed as part of the annual job planning process.

In addition, the post-holder:

- will manage a number of junior staff (including trainees), although the details are to be agreed
- will manage budgets consistent with the policy areas under their control.
- will be expected to take part in on call arrangements for communicable disease control/health protection as appropriate depending on local arrangements
- will be expected to deputise for the DPH as required

## **Professional obligations**

These include:

- Participate in the organisation's staff appraisal scheme and quality improvement programme, and ensure appraisal and development of any staff for which they is responsible
- Contribute actively to the training programme for Foundation Year Doctors and Specialty Registrars in Public Health and LAs management trainees as appropriate, and to the training of practitioners and primary care professionals

within the locality In agreement with the DPH, becoming an Educational Supervisor.

- Undertake an annual professional appraisal including completion of a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health (Specialist) Register or other specialist register as appropriate. In agreement with the DPH, contribute to the wider the public health professional system by becoming an appraiser or practitioner appraiser for a specified period of time.
- In agreement with the DPH contribute as an appraiser or practitioner appraiser to the professional appraisal system.
- Practise in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and the Faculty of Public Health's Good Public Health Practice and UKPHR requirements
- Contribute to professional leadership within the health system
- It is a duty of a health professional to foster scientific integrity, freedom of scientific publications, and freedom of debate on health matters, and public health professionals have a further responsibility to promote good governance and open government.
- Public health practice must be carried out within the ethical framework of the health professions.
- The post-holder will be expected to maintain effective, courageous, and responsible public health advocacy

### **Personal Qualities**

The post-holder will deal with complex public health and wellbeing challenges in a multi-organisational environment with widely differing governance and finance system and organizational cultures. It is expected that the post-holder will be able to cope with such circumstances as well as multiple and changing demands, and to meet tight deadlines. A high level of intellectual rigour, political awareness and negotiation and motivation skills as well as flexibility and sensitivity are required. The post holder will advise the health and wellbeing board and make recommendations regarding services, residents' care and wider determinants of health and therefore a high level of tact, diplomacy and leadership is required including the ability work within the local political and at the same time maintain the ability to challenge and advocate for effective working and on specific issues in order to achieve public health outcomes. The

achievement of public health outcomes and the successful pursuit of change are the purpose of the job and the metric against which performance will be assessed.

### **General responsibilities applicable to all jobs**

1. Demonstrate awareness/understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
2. Comply with the Council's policies and procedures including (but not limited to) safeguarding, financial regulations, promotion of equalities, customer care, agreed audit actions and health and safety (ensuring that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons).
3. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

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.

### **Special features of the post**

Under the Local Government and Housing Act 1989 this post is classified as a politically restricted or sensitive post. Holders of such posts are disqualified from seeking election to or being a member of the House of Commons, the European Parliament, or a Local Authority, other than a Parish Council

## **Appendix 1: FACULTY OF PUBLIC HEALTH COMPETENCIES**

**(Based on the 2022 PH Specialty Training Curriculum)**

### ***Use of public health intelligence to survey and assess a population's health and wellbeing***

To be able to synthesise data from multiple sources on the surveillance or assessment of a population's health and wellbeing and on the wider environment, so that the evidence can be communicated clearly and inform action planning to improve population health outcomes.

### ***Assessing the evidence of effectiveness of interventions, programmes and services intended to improve the health or wellbeing of individuals or populations***

To be able to use a range of resources to generate and communicate appropriately evidenced and informed recommendations for improving population health across operational and strategic health and care settings.

### ***Policy and strategy development and implementation***

To be able to influence and contribute to the development of policy as well as lead the development and implementation of a strategy.

### ***Strategic leadership and collaborative working for health***

To use a range of effective strategic leadership, organisational and management skills, in a variety of complex public health situations and contexts, dealing effectively with uncertainty and the unexpected to achieve public health goals.

### ***Health Improvement, Determinants of Health and Health Communications***

To influence and act on the broad determinants, behaviours and environmental factors influencing health at a system, community and individual level to improve and promote the health of current and future generations. To be proactive in addressing health inequalities and prioritising the most vulnerable or disadvantaged groups in the population.

### ***Health Protection***

To identify, assess and communicate risks associated with hazards relevant to health protection, and to lead and co-ordinate the appropriate public health response. To understand how those risks associated with hazards relevant to health protection may be influenced by climate change and environmental degradation currently and in the future.

### ***Health and Care Public Health***

To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness, sustainability and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.



***Academic public health***

To add an academic perspective to all public health work undertaken. Specifically, to be able to critically appraise evidence to inform policy and practice, identify evidence gaps with strategies to address these gaps, undertake research activities of a standard that is publishable in peer-reviewed journals, and demonstrate competence in teaching and learning across all areas of public health practice.

***Professional, personal and ethical development***

To be able to shape, pursue actively and evaluate your own personal and professional development, using insight into your own behaviours and attitudes and their impact to modify behaviour and to practise within the framework of the GMC's Good Medical Practice (as used for appraisal and revalidation for consultants in public health) and the UKPHR's Code of Conduct.

***Integration and application of competencies for consultant practice***

To be able to demonstrate the consistent use of sound judgment to select from a range of advanced public health expertise and skills, and to use them effectively, working at senior organisational levels, to deliver improved population health in complex and unpredictable environments.

## **GENERAL CONDITIONS**

### **Terms and conditions of service**

Authorities may:

- (a) Use health service medical and dental contracts for all applicants
- (b) Use health service medical and dental consultant contracts for doctors and dentists and Agenda for Change contracts for other specialists (but this is not recommended after the introduction of statutory registration).
- (c) Use local authority conditions modified to reflect professional obligations

### **On call arrangements**

The post-holder may be expected to be on call for health protection and public health and to participate in the communicable disease and environmental hazards control and emergency planning arrangements for North Northamptonshire. Suitable training will be provided for those who need it in discussion with the UK Health Security Agency. The post holder should be trained in EPRR and be able to support their organisation's responsibilities as a Cat 1 responder (including participation in STAC or other rotas depending on local arrangements).

### **Indemnity**

As the post-holder will only be indemnified for duties undertaken on behalf of North Northamptonshire Council the post-holder is strongly advised to ensure that they have appropriate professional defence organisation cover for duties outside the scope of the North Northamptonshire Council and for private activity within North Northamptonshire Council. For on call duties provided to other organisations as part of cross cover out of hours arrangements the North Northamptonshire Council has confirmed that those organisations will provide indemnity for the post-holder.

### **Flexibility**

The post-holder may, with their agreement - which should not reasonably be withheld - be required to undertake other duties which fall within the grading of the post to meet the needs of this new and developing service. The employing organisation is currently working in a climate of great change. It is therefore expected that all staff will develop flexible working practices both within any relevant local public health networks and at other organisational levels as appropriate, to be able to meet the challenges and opportunities of working in public health within the new and existing structures.

## **Confidentiality**

A consultant has an obligation not to disclose (other than in accordance with GMC guidelines) any information of a confidential nature concerning patients, employees, contractors or the confidential business of the organisation.

## **Public Interest Disclosure**

Should a consultant have cause for genuine concern about an issue (including one that would normally be subject to the above paragraph) and believes that disclosure would be in the public interest, they have a duty of candour and should have a right to speak out and be afforded statutory protection and should follow local procedures for disclosure of information in the public interest.

## **Data protection**

If required to do so, the post-holder will obtain, process and/or use information held on a computer or word processor in a fair and lawful way. The post-holder will hold data only for the specified registered purpose and use or disclose data only to authorised persons or organisations as instructed in accordance with the General Data Protection Regulation (GDPR).

## **Health and safety**

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) and its amendments and by food hygiene legislation to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients and visitors.

## **Smoking policy**

The employing organisation has a policy that smoking is not allowed in the workplace.

## **Equal opportunities policy**

It is the aim of the employing organisation to ensure that no job applicant or employee receives less favourable treatment on grounds of gender, religion, race, colour, sexual orientation, nationality, ethnic or national origins or disability or is placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. To this end, there is an Equal Opportunities Policy in place and it is for each employee to contribute to its success.



**North  
Northamptonshire  
Council**

## Person Specification

<b>Attributes</b>	<b>Essential criteria</b>	<b>Desirable criteria</b>
Education, Qualifications and Training	<p>Inclusion in either: the GMC Specialist Register/GDC Specialist List/UK Public Health Register (UKPHR) for Public Health Specialists</p> <p>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</p> <p>Public health specialty registrar applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry at the date of interview; all other applicants must provide verifiable signed documentary evidence that they have applied for inclusion in the GMC/GDC/UKPHR specialist registers</p>	Qualification in health economics
Knowledge	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	Understanding of health economics

Attributes	Essential criteria	Desirable criteria
	<p>High level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation</p> <p>Understanding of NHS and local government cultures, structures and policies</p> <p>Knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health practice</p> <p>Understanding of social and political environment</p> <p>Understanding of interfaces between health and social care</p>	
Skills	<p>Strategic thinker with proven leadership skills</p> <p>Excellent oral and written communication skills (including dealing with the media)</p> <p>Effective interpersonal, motivational and influencing skills</p> <p>Sensible negotiator with practical expectations of what can be achieved</p> <p>Substantially numerate with highly developed analytical skills using qualitative and quantitative data</p> <p>Computer literate</p>	<p>Coaching and mentoring skills</p> <p>Scientific publications, presentation of papers at conferences, seminars etc</p>

Attributes	Essential criteria	Desirable criteria
	<p>Ability to design, develop, interpret and implement policies</p> <p>Resource management skills</p> <p>Project management skills</p> <p>Practical experience in facilitating change</p> <p>Budget management skills</p>	
Equal Opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	