

Job Description and Person Specification

Job details

Job title: Public Health Principal (Commissioning)
Grade: SM1
Reports to: PH Consultant
Responsible for: Wider Public Health

Purpose of the job (why the job exists)

This role exists to:

- Provide in depth knowledge of one or more areas of public health and its impact on, and relationship with, other areas of Public Health. □
- Provide leadership and vision for the provision and development of externally commissioned public health services across North Northamptonshire.
- Provide high-level technical skills, such as project management and the ability to analyse data. The use of national, regional, and local intelligence will be applied, to drive forward high quality, good practice and effective customer focussed outcomes that meet legislative and statutory requirements and provide value for money for the population of North Northamptonshire.
- Provide expert commercial guidance on relevant public health matters and be in a position to advise in matters such as negotiating, procurement and legal processes□
- Take an active role in training, workforce development and research. □

Principal responsibilities (please make these concise and ideally no more than 8)

1. Contribute to the formulation of strategic public health plans. This includes the regular assessment and identification of health needs and priorities.
2. 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.

3. 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.
4. 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 operational objectives of the Public Health Team, including leading and planning and development of community health development initiatives that impact on health and wellbeing.
5. Provide specialist public health advice to inform the commissioning and/or decommissioning of services across organisation boundaries.
6. Support relevant research activities including review of complex research proposals and working with academic centres and others on collaborative projects.
7. 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.
8. 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.

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

If a DBS Disclosure is required for the role, include the following clause (Delete if not required).

This post requires satisfactory clearance of a Disclosure and Barring Service disclosure.

If this post is Politically Restricted include the following clause (Delete if not required).

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

If this role requires the postholder to be fully vaccinated against Covid-19, include the following clause (Delete if not required).

This post requires satisfactory evidence of being fully vaccinated against Covid-19 in line with government guidance.

If there are any other special features of the job that need to be in the job description, please indicate them here.

Person Specification

Attributes	Essential criteria	Desirable criteria
Education, Qualifications and Training	<p>Masters in Public Health or relevant Masters level study</p> <p>Relevant first degree or equivalent professional qualification.</p>	<p>Management and/or project management training/qualification.</p>

<p>Experience and Knowledge</p>	<p>Significant Public Health experience.</p> <p>Excellent interpersonal and communication skills with the ability to influence and negotiate across partnerships.</p> <p>Knowledge of the wider determinants of health, health inequalities and effective health improvement methodologies with experience of applications in public health practice.</p> <p>Knowledge of data security and confidentiality issues, for example compliance with the Data Protection Act 1998</p> <p>Experience of communicating information to colleagues, senior officers, Councillors, external partners and the public.</p> <p>High level of problem-solving skills.</p>	<p>Knowledge and experience of specialist computer software, such as statistical & GIS systems.</p> <p>Experience of producing scientific publications, presentation of papers at conferences, seminars etc.</p> <p>Experience of Emergency Planning</p> <p>Experience of working with communities to improve health and wellbeing.</p>
---------------------------------	---	---

Attributes	Essential criteria	Desirable criteria
	<p>Experience of writing in a range of styles from brief summaries through to in-depth technical reports for a range of audiences.</p> <p>Ability to transform data, intelligence and research into delivery, inspiring change across organisations.</p> <p>Evidence of leading successful partnerships to improve health and wellbeing.</p> <p>Experience in line management, staff development and training</p> <p>A willingness to further develop and lead others in adapting to change.</p>	<p>Experience supporting others to development of others in information skills.</p>
Ability and Skills	<p>Knowledge and experience of standard computer software including Microsoft Office.</p> <p>Strong report writing skills and decision-making skills.</p> <p>The ability to lead and manage work a broad range of concurrent projects with competing priorities.</p>	

Attributes	Essential criteria	Desirable criteria
	Able to act independently, with some guidance from line manager.	
Equal Opportunities	Ability to demonstrate awareness/understanding of equal opportunities and other people's behaviour, physical, social and welfare needs.	
Additional Factors	This is a hybrid role. Applicants should demonstrate their commitment to travel between locations in North Northamptonshire.	