

ROLE PROFILE

Role Title: Head of Public Health Programmes

Service Group: Public Health

Accountable to: Deputy Director of Public Health

Grade: MKC L

Date: May 2018

JE code: JE1593

Competency Level: 4

Purpose of job

To provide strategic leadership to drive improvement in health outcomes and the reduction in health inequalities in multiple key public health areas across Bedford Borough, Central Bedfordshire and Milton Keynes Councils

Key Objectives

In the context of Children and Young People, Mental Health and Workplace

1	To collaborate to create new solutions to complex problems by promoting innovation and the sharing of ideas, practices, resources, leadership and learning.
2	To influence or lead on policy development and strategic planning, creating opportunities to address health needs and risks, promote health and build approaches to prevention
3	To set commissioning priorities balancing particular needs with the evidence base and the economic case for investment
4	To commission appropriate interventions for children and young people, mental health and workplace health and ensure that the required outcomes are achieved.
5	To provide vision, shape thinking, inspire shared purpose, and influence the contributions of others throughout the system to improve health and address health inequalities
6	To prioritise, align and deploy resources towards clear strategic goals and objectives
7	To deputise for the Deputy Director in Milton Keynes as required

Scope (outline the size or scope of the role, direct or indirect responsibility for people, finances, resources and any special aspects of the role)

The post holder is a very senior member of the Public health team and will be expected to work independently and is professionally accountable directly to the Deputy Director of Public Health.

They have freedom to act and devolved responsibility for their lead areas of work. This will include mandated services such the Healthy Child programme and key public health responsibilities such as Mental health and workplace health. They are responsible for all lead areas other than children and young people across the three Councils.

The post holder will be the lead public health officer in relation to public health commissioned services and will be the key contact with the Joint Commissioning Team in relation to the performance and delivery of public health contracts.

They will need to exercise critical judgement in making decisions regarding analysis/ data collection/ preparation of reports and in the management of projects and the development of services, whilst applying legislation and guidance, policies and procedures, considering the range of options available and determining the most satisfactory course of action, paying due regard to budgetary implications. They will be expected to adapt to change, manage uncertainty, solve problems and align clear goals with lines of accountability in complex and unpredictable environments.

They will have direct line management responsibility for two senior posts plus overall responsibility for all the posts in the programme delivery function, The post holder will represent the Deputy Director of Public Health at appropriate meetings relating to commissioning, performance and finance functions.

The post holder will have spending authority and will be responsible for planning and monitoring public health budgets and raising any concerns with the Deputy Director of Public Health The budget responsibility is in excess of £4m.

They will be expected to communicate with and work alongside clinicians, GPs, managers, patient users and voluntary and local authority organisations across primary and secondary sectors. They will provide support to and be supported by other specialist staff in the department and across the Local Authority. They will therefore need to be able to demonstrate a thorough knowledge and understanding of the public health agenda and contribute to specialist reports and discussions as required.

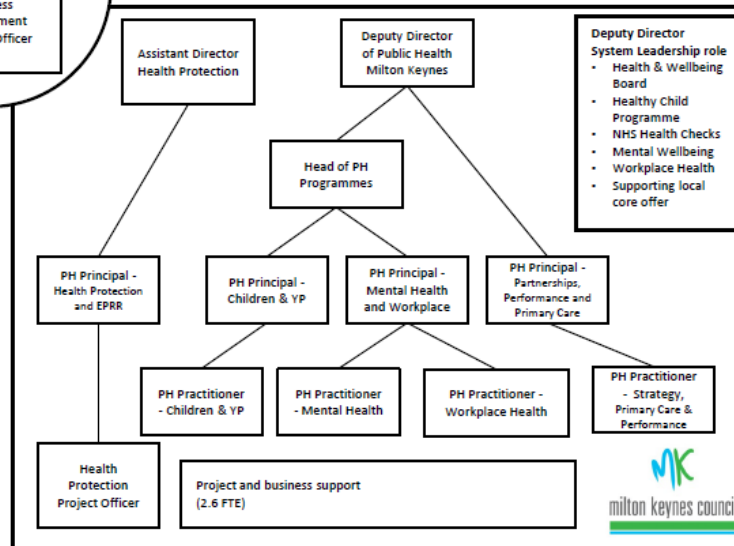
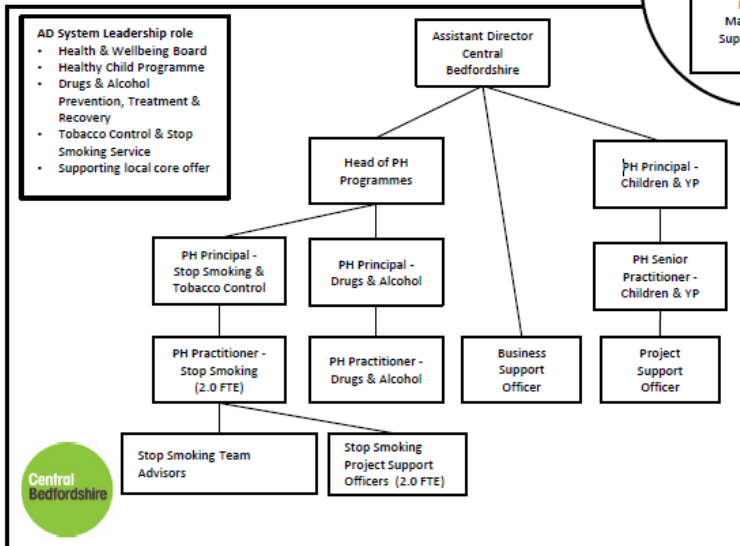
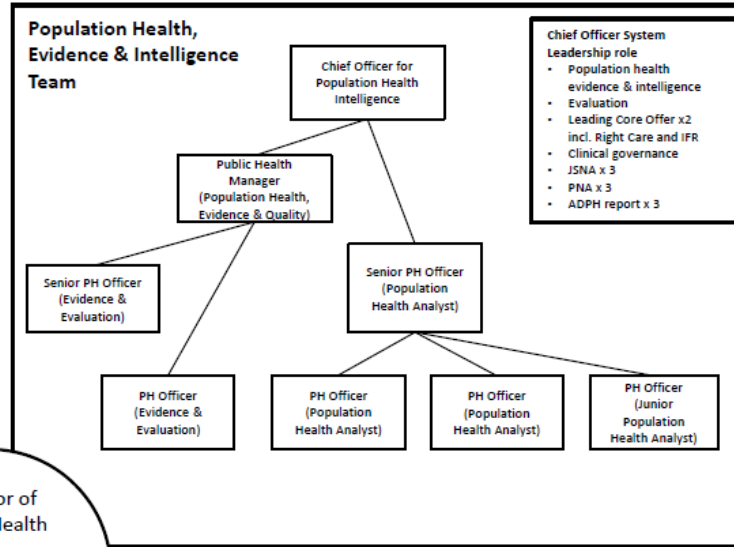
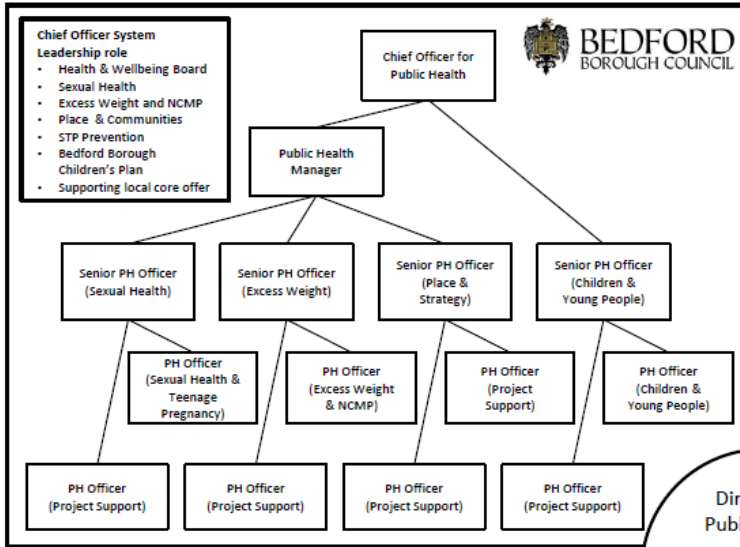
Work Profile (outline the main areas of responsibility and accountability and competencies)

1.	Design and / or implement sustainable and multi- faceted programmes, interventions or services to address complex problems in the areas of children and young people, mental health and workplace health
2	Receive, interpret, provide and advise on complex epidemiological and statistical analysis to a range of internal and external audiences, providing guidance on how the analysis should influence policy, commissioning and

	action
3	Identify vulnerable populations, marginalised groups and local health inequalities to produce public health recommendations on commissioning to meet health needs and address inequalities
4	Analyse and judge the quality of evidence from a variety of different sources. This will be used to evaluate the effectiveness of health and social care provision and develop service specifications and quality indicators to improve patient / customer outcomes.
5	Provide leadership and expert advice on contentious Public Health Issues where expert opinion differs, information may be unavailable and the topic is highly complex.
6	Analyse and interpret progress on national and locally developed Public Health targets across the organisation to inform the commissioning process

Job Context

APPENDIX 2



PERSON SPECIFICATION

In this section the **Skills, Knowledge, Qualification and Competency requirements to perform the role to a satisfactory standard are set out. The extent, nature and level of the role holder's knowledge and skills should be specified**

Awareness some knowledge or skills sufficient to show aptitude and the ability to learn in the particular work area

Significant knowledge and skills gained through practice and/or qualification sufficient to fulfill the role requirements

Extensive knowledge and skills gained through practice and/ or qualification to fulfill the role requirements and contribute to training others and developing policy and practice in the work area

PERSON SPECIFICATION	Examples specific to role	Required		Level			Method of Assessment application form, interview, testing, reference
		Essential	Desirable	Awareness	Significant	Extensive	
KNOWLEDGE and Experience Technical knowledge and qualifications	Degree - level education and/or relevant professional qualification or equivalent demonstrable experience A2.2. advocate public health principles and action to protect and improve health and wellbeing A 2.5. design and / or implement sustainable and multi- faceted programmes, interventions or services to address complex problems. A2.6. facilitate change (behavioural and/or cultural) in organisations, communities and / or individuals. B2.2. build alliances and partnerships to place and implement programmes and services that share goals and priorities B2.4. collaborate to create new solutions to complex problems by promoting innovation and the sharing of ideas, practices, resources, leadership and learning.	√					

	<p>B3.4. facilitate positive contractual relationships managing disagreements and changes within legislative and operational framework</p> <p>B3.6. identify and decommission provision that is no longer effective or value for money</p> <p>B4.1. work to understand, and help others to understand political and democratic processes that can be used to support health and wellbeing and reduce inequalities</p> <p>C2.5. consult, and listen to individuals, groups and communities likely to be affected by planned intervention or change</p> <p>C3.1. scope programmes / projects stating the case for investment, the aims, objectives and milestones</p>						
<p>Skills and abilities</p>	<p>A1.2. interpret and present data and information</p> <p>A4.4. report and advise on the implications of the evidence base for the most effective practice and the delivery of value for money</p> <p>B1.4 influence or lead on policy development and strategic planning, creating opportunities to address health needs and risks, promote health and build approaches to prevention.</p> <p>B3.1. set commissioning priorities balancing particular needs with the evidence base and the economic case for investment</p> <p>B4.2. operate within the decision making, administrative and reporting processes that support political and democratic systems.</p> <p>B4.3 . respond constructively to political and other tensions while encouraging a focus on the interests of the Public's health</p>						

	<p>B4.5. work within the legislative framework that underpins public service provision to maximise opportunities to protect and promote health and wellbeing</p> <p>C1.5. provide vision, shape thinking, inspire shared purpose, and influence the contributions of others throughout the system to improve health and address health inequalities.</p> <p>C2.1. manage public perception and convey key messages using a range of media processes.</p> <p>C2.2 communicate sometimes complex information and concepts (including health outcomes, inequalities and life expectancy) to a diversity of audiences using different methods.</p>						
Managing risk							
Managing change	<p>C1.3. adapt to change, manage uncertainty, solve problems and align clear goals with lines of accountability in complex and unpredictable environments</p>						
<p>ACCOUNTABILITY and RESPONSIBILITY</p> <p>Undertakes tasks without supervision</p>	<p>C1.1. act with integrity, consistency and purpose and continue my own personal development.</p>						
Managing people	<p>C1.4. establish and coordinate a system of leaders and followers engaged in improving health outcomes, the wider health determinants and reducing inequalities</p> <p>C1.2. engage others, build relationships, manage conflict, encourage contribution and sustain commitment to deliver shared objectives.</p>						

Managing resources	<p>C4.3. manage finance and other resources within corporate and / or partnership governance systems, protocol and policy.</p> <p>C4.1 . identify, negotiate and secure sources of funding and / or other resources.</p> <p>C4.2. prioritise, align and deploy resources towards clear strategic goals and objectives.</p>						

COMPETENCIES REQUIRED – All post holders must be able to comply with the Council’s core competency requirements, Customer Focus, Communicating and Engaging, Managing Resources and Risk, Organising and Improving Performance, Taking Responsibility, Team Player, and Excellent Leadership

SPOKEN ENGLISH FLUENCY DUTY REQUIREMENT - The ability to converse at ease with members of the public and provide advice in accurate spoken English is essential for this post.

CORPORATE SAFEGUARDING STATEMENT – All post holders must be committed to applying and upholding the Council’s Corporate Safeguarding Policy Statement. Specific safeguarding responsibilities should be detailed in this document.

Other information e.g.

- able to travel to meet service delivery requirements
- available to undertake work outside of normal working hours

Signed Line Manager	Signed Service Director	
Print Line Manager	Print Service Director	Date