

# Job Description and Person Specification

## Public Health Specialist

A Lambeth to be proud of



**Job Title:** Public Health Specialist

**Department:** Integrated Health and Care

**Division:** Public Health

**Business Unit:** Health Improvement and Wider Determinants of Health

**Grade:** PO7

**Reports to:** Consultant in Public Health (Health Improvement and Wider Determinants of Health)

**Responsible for:** Staff working in the PH team as well as multidisciplinary teams of staff from the Council, community and partner agencies.

## Context

This is a full-time post for a Public Health Specialist, based with the Public Health Team in Lambeth, Council and working on behalf of all six boroughs with the South East London Integrated Care System (SEL ICS) footprint (Lambeth, Greenwich, Bromley, Southwark, Lewisham and Bexley). The postholder will be employed and hosted by Lambeth Council and as such will be managerially accountable to the Consultant in Public Health with a reporting line to the Kings Health Partners (KHP) and SEL ICS Director of Prevention and Vital 5. The role will be professionally accountable to the Lambeth Director of Public Health.

This is a joint role which requires cross-team integration. The post holder will be based in the Health Improvement and Wider Determinants of Health team in the Lambeth Public Health Team, and will also be able to make connections to other Public Health teams across SEL. The post holder will also work with the KHP & SEL ICS Prevention, Wellbeing and Equity Team to enable integration and close working. The post holder will work with and attend meetings at organisations across the six boroughs. As SEL ICS structures and arrangements are emerging, reporting arrangements will be reviewed.

Prevention, Wellbeing and Equity (PW&E) is a joint partnership between King's Health Partners (KHP) and South East London Integrated Care System. We bring together a wide range of partners - bringing together expertise from across the local authority, NHS, university and our wider communities – to create a positive step-change to improve health and reduce inequalities.

This role will be working in the PW&E Team to help to meet the ambitions as set out in the SEL ICS Joint Forward Plan for 25/26.

## Job Purpose

This is an exciting senior, strategic public health role to influence leadership and decision making across Lambeth Council, the NHS and other partners. The post holder will apply their public health skills in a range of spheres and work with senior managers, elected members, and strategic and policy leads in the Council, NHS, ICB, communities and other statutory, voluntary and community organisations to improve population health and wellbeing and reduce health inequalities. The post holder will be able to work independently and with a high level of credibility, probity and accountability, without the need for substantial supervision.

To promote better health and wellbeing and reduce health inequalities in the population, the post holder will:

- develop, lead and implement or make a major strategic contribution to policies, strategies, programmes, and projects of public health relevance at system level
- provide specialist public health advice on cross cutting policies, programmes and projects of public health relevance and impact across local strategic partnerships and system
- critically appraise evidence from a range of sources, make recommendations and take actions to implement, based on a sound and thorough understanding and analysis of the evidence base, information and data
- deliver a programme of work aimed at reducing health inequalities across SEL. This will include responsibility for selected prevention priorities. It will include widespread provision of public health advice across the system to embed better consideration of health inequalities and population health
- ensure that their Public Health input directly influences, and is integrated into, policy, strategy and practice across the borough, specifically that they are based on population need, evidence of effectiveness, and recognised good practice
- actively and strategically contribute to commissioning, policy and strategy particularly in relation to prevention, the wider determinants of health
- support and enable the equitable and evidence-based delivery and transformation of local government, NHS and other services
- be an effective advocate on behalf of the public's health, actively engaging with and seeking the views and experiences of citizens
- work with colleagues, ICS partners and local communities to provide a nuanced understanding of the current and future health needs and develop shared approaches to tackling the underlying drivers of poor physical and mental health and wellbeing inequalities in our communities.

The post holder will have experience of working in public health settings or similar and will hold, or be actively working towards, accreditation as a public health specialist (or related area of competence). The post will provide development opportunities for people with significant post-MSc experience of public health, or equivalent, and who have attained the skills and competencies to lead on specific aspects of the public health agenda. Areas of work will change over time as projects come to an end and the needs and priorities of the department and organisation change.

## Responsibilities

### Key Unit Responsibilities

1. Working with the lead Public Health Consultant for Health Improvement and the Wider Determinants of Health and the Public Health team and the Director for Prevention and Vital 5 on behalf of the SEL ICS.
2. The postholder will also need to develop and maintain strong working relationships and joined up approaches with each of the six boroughs and their respective public health teams, in order to ensure a coordinated approach across the system, which makes best use of the full range of prevention and wellbeing services and support available in all six SEL boroughs.
3. To apply public health knowledge, competencies and skills including epidemiology, statistics, critical appraisal of evidence, prioritisation, theories of change, health promotion and evaluation, to; analyse, interpret and synthesize complex information from numerous sources, and lead and support strategic development, commissioning, delivery, evaluation and performance management of programmes, projects and relevant services.

4. To establish and manage successful partnerships with senior strategy, commissioning and management colleagues in Lambeth Council, the NHS and other local statutory and non-statutory strategic partners, working alongside them to determine, influence and direct strategic direction and budget allocation for the most effective use of resources, from a Public Health perspective.
5. Provide expert strategic Public Health advice to elected members, directors and other senior colleagues and cross-borough partnerships, in the contribution to public health programmes and projects, to embed Public Health responsibilities into strategic frameworks, commissioning and programme plans for SEL. These will be across a number of specialist Public Health themes and will be in line with Partnership strategies and plans, as well as Government policy and requirements.
6. Build support of wide range of organisations across the health system by managing complex mix of senior stakeholders, developing public health approaches ensuring that senior leaders are informed, engaged and involved.
7. Provide expert strategic guidance to the development of commissioning strategies and specifications for commissioning of programmes that have a Public Health focus and for ensuring that Public Health evidence, priorities and good practice are integrated appropriately across commissioning strategies and specifications, ensuring optimal value for money and health impact, and address health inequalities.
8. Collate and analyse relevant demographic information, management information and performance measures, user consultation and feedback, as well as research about effective services to ensure that assessments of population and targeted need, service development and planning are based on the best available evidence and practice and evidence.
9. Undertake and contribute to public health needs assessments across a number of areas and undertake reviews and evaluation of services to inform commissioning.
10. To ensure the voice of residents (particularly those with greater needs and, or who are less likely to be engaged) is heard in the planning and implementation of strategies and programmes so Public Health priorities are most effectively addressed. This may be through the development and oversight of social marketing campaigns, community engagement initiatives and keeping up to date with good practice and findings from elsewhere, including national and international evidence.
11. Lead on and contribute to briefings and responses for corporate planning documents, national consultations, policy documents and delivery plans that include analysis of information and recommendations for corrective actions and continuous improvement in relation to health and wellbeing and reducing inequalities.
12. Convey complex specialist information in appropriate formats to the audience, and sensitive and sometimes contentious information in a considered and professional manner to a wide range of audiences and interest groups.
13. To lead staff to ensure that the work programme and Public Health Officers have an effective level of support. Specifically, this will entail managing Public Health Officers delivering work within local government Public Health accountabilities.
14. Contribute to wider departmental and organisational work of a complex and diverse nature. Work is subject to change and the management of conflicting priorities and deadlines.
15. Keep up to date with relevant national and local policy, evidence and good practice focusing on wider determinants and health improvement. This will entail contact with national associations, central government departments and their agencies and the creation and sustaining of relationships with other local authorities, reading journals and other publications, attending relevant workshops or conferences and other activities as agreed with your manager.

16. To work towards or maintain professional accreditation in public health or related field of competence.
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18. To work flexibly in undertaking the duties and responsibilities of this job and participate as required in multi-disciplinary cross-department and cross-organisational groups and task team.
19. To take responsibility, relevant to the post, for ensuring that Council statutes and government legislation is upheld. This includes, amongst others, Management Compliance Charter, Environmental Policy, Data Protection Act, Race Equality Action Plan, Quality Assurance Plan, Health & Safety, Sustainable Construction and Recycling.
20. To take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations.

### **General tasks and responsibilities**

1. The post holder will liaise with auditors and other inspectors approved by the Council in any investigations pertaining to the work of the team and the records held.
2. To carry out the duties and responsibilities of the job in accordance with the Council's Health and Safety Policy and relevant Health and Safety and other legislation including the Health and Safety at Work Act 1974, the Data Protection Acts 1984 and 1998 the Federation Against Software Theft Guidelines, Corporate IT standards, The Computer Misuse Act 1990, the Freedom of Information Act 2000
3. To adhere to and actively uphold, as relevant to the post other Council policies including the Council's Equal Opportunities policies, Security Policy, Safeguarding, Email Policy, Managers Charter, valuing diversity, safeguarding policies, and Management Compliance Charter, Environment Policy, Quality Assurance Plan, Sustainable Procurement and Recycling, Standing Orders and Financial Regulations.
4. To maintain an awareness of the risks to the Council and taking necessary action to minimise risks.
5. Manage staff and resources in line with Lambeth Council codes of governance and policies as above.
6. To undertake any special assignments or projects in a planned and professional manner ensuring that any work undertaken is completed within stipulated timeframes and given budget with the desired outcomes.
7. To manage a diverse and heavy workload in an environment of constantly shifting priorities, including complex legislative changes and operational demands.
8. To work flexibly in line with the needs of the service and undertake other duties as required in discussion with the line manager.
9. To take full responsibility for the development and implementation of own Personal Development Plan, and own continued professional development in those areas relevant to own role within LBL.
10. Deputise for the Public Health Consultant as required and chair and attend appropriate meetings.
11. Actively contribute to Council, divisional and directorate initiatives relating to public health that will achieve and implement the Council's respective and shared priorities and corporate objectives.
12. To represent Public Health at internal and external meetings and working groups
13. To adhere to the core goals of Public Health to ensure provision of high-quality specialist advice based on evidence including analysis and interpretation of information from a wide variety of

sources, to assist strategic planning and policy development to meet current and future population health and wellbeing needs of the Lambeth population.

## PERSON SPECIFICATION

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| <p>It is essential that in you can meet the following requirements for the role and be able to give evidence or examples of your proven experience in each of the short-listing criteria marked Application (A).</p> <p>You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted.</p> <p>If you are applying under the Disability Confident scheme, you will need to give evidence or examples of your proven experience in the areas marked with "Ticks" (✓) on the person specification when you complete the application form.</p> |    |   | <b>Shortlisting Criteria</b> |
| <b><i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i></b>  |    |   |                              |
| <b>Key Knowledge</b>  | K1 | Knowledge of Public Health theory and practice, particularly in relation to reducing health inequalities, health and care commissioning, health improvement and the wider determinants of health.   | ✓A                           |
|   | K2 | Knowledge and understanding of the theory and practice of programme and project management in complex organisations.  |                              |
|   | K3 | Knowledge and understanding of the strategic context of and priorities for Local Authorities, NHS, CCGs and other stakeholders including approaches to and the role of commissioning in improving the health and wellbeing of populations.        | ✓A                           |
|   | K4 | Good working knowledge of the social, political and economic issues relating to health and wellbeing, and the relationship of the wider determinants of health to health inequalities and health improvement.                                     | ✓A                           |
| <b>Relevant Experience</b>  | E1 | Experience of developing and leading a public health approach to change at strategic level including steering through successful and sustainable change leading to population impact in a large complex organisation or partnership.              | ✓A                           |
|   | E2 | Experience of & ability to synthesise, interpret and successfully apply information and evidence from multiple sources about the population's health and wellbeing to inform planning and strategic action to improve population health outcomes. | ✓A                           |
|   | E3 | Experience of & ability to influence and motivate senior leaders and organisations to contribute to evidence based approaches to improving the public's health and wellbeing through mainstream activities and within available resources.        |                              |
|   | E4 | Experience of & ability to undertake health & wellbeing needs assessment, population health surveillance, and strategy and policy development through to procurement, performance management and evaluation.                                      | ✓A                           |

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|                      | E5  | Experience of & ability to undertake evaluations to effectively measure the outcome and public health benefit of diverse and complex interventions.   |    |
|                      | E6  | Substantial and senior experience of & ability to project and programme manage in strategy, performance, commissioning or planning context.   | ✓A |
|                      | E7  | Successful experience of working in local government or health sector or other large, multi-functional organisation in the public, private or voluntary sectors.  |    |
|                      | E8  | Successful experience of & ability to work collaboratively and purposefully with partners external to Public Health; in the Council, NHS, other partner organisations, and in the community both locally and nationally.  | ✓A |
|                      | E9  | Successful experience of and ability to prepare and present potentially sensitive and controversial material and evidence in various formats (e.g., written and oral) to a wide range of audiences so as to develop a shared and owned vision and priorities for addressing complex challenges.   | ✓A |
|                      | E10 | Successful experience of and ability to lead a team, including people who do not report directly to you from within and external to the organisation so as to inspire and align people's efforts in pursuit of agreed objectives.   | ✓A |
|                      | E11 | Demonstrates a high degree of personal initiative and tenacity in taking forward and completing complex programmes of work including ability to effectively prioritise and manage projects and workload, to work creatively, flexibly and pro-actively, to manage risks, and to refer up only at defined review points or by exception. |    |
|                      | E12 | A clear understanding of the sensitivities around working with confidential information including service user details.   | ✓A |
|                      | E13 | Experience of budget setting, allocation and management is desirable.   |    |
| <b>Qualification</b> |     | Relevant degree and/ or post graduate qualification and/or professional or management qualification in public health or related area (especially epidemiology), plus evidence of continuing professional or managerial development.   | ✓A |

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| Core Values and Behaviours |  | <p><b>Equity</b></p> <ul style="list-style-type: none"> <li>• Listen to the views of others and ask for their opinions making sure that everyone in my team inputs into the things that matter.</li> <li>• Ensure fairness and justice is at the heart of my decision making and support to my team and others.</li> <li>• Take time to build trust, building the respect of our stakeholders and ensuring as a team we take accountability for doing what we agree to do.</li> <li>• Develop others and ensure we work as <b>one team for Lambeth</b>, encouraging everyone to play their part</li> <li>• Take positive action to ensure <b>everyone</b> in my team has opportunities to <b>learn and grow</b> at work</li> <li>• Encourage everyone to <b>be themselves</b> at work and value who they are</li> <li>• I am inclusive and actively <b>celebrate diversity</b>, recognising everyone in my team as individuals.</li> </ul>  |  |
|                            |  | <p><b>Kindness</b></p> <ul style="list-style-type: none"> <li>• Treat each member of my team with <b>respect and dignity</b> just as I would want for myself.</li> <li>• <b>Encourage</b> each member of my team to do their very best work and am available to them to provide support and guidance.</li> <li>• Personalise my support to each team members and look out for them, lending a hand wherever I can</li> <li>• Encourage everyone to try and learn from mistakes and use integrity to take action with my team to put things right together</li> <li>• Work with empathy seeking to understand each and every member of team, their unique perspective and circumstances and ensure everyone is heard</li> <li>• Take the time to communicate, being honest, open and genuine and taking the time to get to know team members as individuals.</li> <li>• Show compassion and patience recognising that everyone in the team has unique experience and celebrating the great work they do for Lambeth.</li> <li>• Look after the health and wellbeing of my team members and encourage open and regular discussions about the issues that impact on them, working together to find solutions.</li> </ul> |  |
|                            |  | <p><b>Accountability</b></p> <ul style="list-style-type: none"> <li>• I encourage and support my team to do the right thing even when it's tough and we communicate our decisions in a timely way</li> <li>• I ensure my team and employees take individual and collective accountability for performance and</li> </ul>  |  |



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|  |  | <p>delivery, making sure that they have clear plans and performance objectives.</p> <ul style="list-style-type: none"> <li>• I ensure my team plan ahead, getting the basics right and take swift action when problems arise</li> <li>• I encourage my team to be risk aware and ensuring that our decisions and actions are informed and understood and communicated to others.</li> <li>• I provide regular, timely and constructive feedback to my team members on their performance and behaviours and act quickly when performance is not on track.</li> <li>• I share my learning, knowledge and skills with others thorough coaching and mentoring and encourage others to do the same.</li> <li>• I ensure that my team and I put residents, communities, customers and their needs at the centre of everything we do.</li> <li>• I encourage my team to learn and grow and ask questions to find the information they need to do their jobs</li> </ul>  |  |
|  |  | <p><b>Ambition</b></p> <ul style="list-style-type: none"> <li>• Am proud of our borough and my team and encourage everyone in the team to aim for the highest possible standards of excellence in everything we do.</li> <li>• Encourage my team to be flexible and try new things when it's appropriate to do so and tell me what could be improved.</li> <li>• Promote a one team for Lambeth approach reaching out to our stakeholders to face our challenges together</li> <li>• Encourage and support my team to be courageous for our residents and communities and stop at nothing to ensure they have the best possible outcomes</li> <li>• I make time for the team to Innovate and look for creative ways to do things better, being curious about possibilities.</li> <li>• Positively challenge and encourage the team to collaborate and look for solutions together across service and team boundaries.</li> <li>• Make time for my team to grow and develop taking advantage of opportunities to learn from each other and others. We plan our learning and career growth.</li> </ul> |  |