

Job Description and Person Specification

Public Health Practitioner Apprentice (Level 6)

A Lambeth to be proud of



Job Title: Public Health Practitioner Apprentice (Level 6)

Grade: Scale 3 to Scale 5

Department: Integrated Health and Care

Division: Public Health

Business Unit: Health Improvement

Reports to: Public Health Specialist

Responsible for:

Context

The Public Health team sits within the Council's Integrated Health and Care directorate. The Public Health team is a dynamic and collaborative team with covering a range wide of functions. These include health improvement, health protection, sexual health, children and young people, health intelligence, substance misuse and more.

Public Health's purpose is to improve and protect the health and wellbeing of Lambeth residents. We do this through the evidence-based decision commissioning of public health projects, programmes and services. Throughout our work, we have a core focus on addressing the wider determinants of health and tackling health inequalities.

Additionally, partnership working other teams in the council, Lambeth Together, voluntary and community sector organisations and residents is a key thread throughout our work.

As part of our passionate and friendly team, you will:

- Working with colleagues from across the public health team to learn more about public health in local authorities as well as gaining and understanding of a range of services, programmes and projects.
- Support in the development and delivery of public health policies, strategies, and projects.
- Understand the factors which contribute to good health and wellbeing and how these can built into policy and services
- Support in gathering and understanding evidence to inform evidence-based practices influence
- Advocate for the health of our community, valuing citizen input and promoting equity.

Job Purpose

- The Public Health Practitioner Apprentice (hereinafter referred to as “The Apprentice”) will work across the Lambeth’s Public Health team which is situated in the Integrated Health and Care directorate.
- The Apprentice will support the Public Health team to improve and protect the health and wellbeing of individuals, groups, communities and populations.
- The full details of the Public Health Practitioner Apprenticeship can be found [Public health practitioner - integrated degree / Skills England](#)

Professional work

- The role of the Apprentice is integrated – combining work experience and academic study. The Apprentice will work within the Public Health team, gaining new knowledge, skills and behaviours across public health while completing the Public Health Practitioner Apprenticeship (BSc Public Health) in a designated higher education institute. This equates to approximately 80% learning on the job and at least 20% off-the-job training.
- Across the three years (36 months or 36 months + 3 months depending on the training provider), the Apprentice will be working according to a series of learning objectives spanning the full range of Public Health Duties. This will include (but is not limited to); needs assessment, service planning, evaluation of health and care services, health improvement and addressing health inequalities and health protection.
- The Apprentice will be supported to meet the learning objectives across their training. The Apprentice will be eligible for practitioner registration upon successful completion (subject to UK Public Health Register’s (UKPHR) application and verification requirements).
- The Apprentice will be joining Lambeth Council’s Public Health team. The Apprentice will be required to support with the planning, delivery, monitoring and evaluation of public health initiatives and services.
- The Apprentice will support effective joint working across Public Health, Lambeth Council, Lambeth Together and a range of local stakeholders to plan and delivery projects and programmes.

Study

- At the same time as working in the Public Health team, the Apprentice will also study a BSc Public Health from a pre-selected university.
- It is expected that the Apprentice must attend and complete the Public Health Practitioner Apprenticeship (BSc Public Health) to fulfil this role fully.
- The university will be the training provider and have regular in-person learning sessions each to prepare candidates and support them to achieve the required competencies.
- Upon successful completion of the degree, the Apprentice would receive a BSc Public Health from said university.

Additional Information

- The Apprentice will be expected to work across a wide variety of settings within the community depending on learning needs and may be required to work occasional evenings and weekends.
- Lambeth offers a hybrid working arrangement. Aligned with this, it is expected that the Apprentice will be expected to work from the office on a weekly basis.
- The Apprentice will be managed by a member of the Public Health team.

The successful candidate must not already have a BSc or Master's qualification in Public Health or in a similar subject.

Responsibilities

Main duties

The below provides an indication of the types of responsibilities the Apprentice would be expected to carry out, subject to business requirements, for each of the three years of the apprenticeship. Further duties expected of the successful candidate would be to support the attainment of the Public Health Practitioner Apprenticeship learning objectives.

Grade 3

- To engage fully in the apprenticeship programme and, with support, the Apprentice will need to be proactive and diligent in understanding the learning objectives.
- Across the duration of the apprenticeship, to fully engage and meet all university expectations of the degree programme (BSc Public Health) and passing all academic requirements to fulfil the role of Public Health Practitioner Apprentice.
- To undertake expected duties whilst working on rotation across a range of teams within Lambeth Public Health and among partners. This may involve travel within the borough and occasionally within South East London.
- Practice strong organisational skills, effectively balancing the requirements of their work and their academic study.
- To support colleagues in the reviewing different sources of public health data, understanding their strengths and limitations.
- To support the delivery of health campaigns utilising different forms of communication.
- To develop knowledge of current and future population health needs, including at a local level.
- To develop knowledge of the social determinants and health inequalities, including at a local level.
- To develop understanding of how public health interventions are evidenced, planned and developed and support public health colleagues in this process.
- To develop an understanding of the principles of partnership working and collaboration, and the skills and approaches necessary to do this successfully.
- To develop an understanding of the legislative framework and decision making, administrative and reporting processes that support political and democratic systems.

- Objectively and constructively reflecting on your own work and identifying opportunities for development or learning.

Grade 4 (in addition to the above)

- To support in the review and analysis of data and national guidance from a wide range of sources.
- To support colleagues in effective joint working and partnerships across public health and local stakeholders to plan and implement public health programmes and services.
- To support colleagues in achieving deliverables through agreements or contracts with external providers.
- To support with engagement with stakeholders in service design and development.
- To promote services across the borough, through the development and delivery of communications campaigns and evaluating the reach and effectiveness of them.
- To support the review and design of policies and strategies to improve health outcomes and reduce health inequalities.

Grade 5 (in addition to the above)

- To analyse and interpret data, understanding trends, presenting data in suitable formats and conveying to a range of audiences.
- To provide and present public health information, analysis, interpretation and insight to support decision making.
- To support the monitoring and evaluation of programmes/projects and contribute to the redesign of services and interventions to improve health outcomes and reduce health inequalities across Lambeth.
- To employ appropriate community engagement techniques to support insights and health equity.
- To support colleagues in developing strategies or action plans to help guide public health action.
- The principles of programme and project management, and an understanding of the models of project and programme management being used to deliver public health activity
- To work with colleagues in partner organisations to support public health work.
To support in the writing of public health reports and other documentation.

Other work duties (in addition to the above)

- To comply with statutory legislation and practice requirements, including Continual Professional Development, mandatory training and safeguarding.
- Responsible for protecting and managing information securely and confidentially, and reporting breaches or suspected information security breaches, in line with Council policies.

- To act in accordance with the principles set out in the Employee Code of Conduct and the Council's Values, recognising the duty of all public sector employees to discharge public functions reasonably and according to the law.
- The Apprentice may be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by his/her own training needs and the needs of the service.
- To carry out any other duties/requirements relevant to this post.

PERSON SPECIFICATION

Public Health Practitioner Apprentice (Level 6) Scale 3 to Scale 5

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).			Shortlisting Criteria
You should expect that all areas listed below will be assessed as part of the interview and assessment process should you be shortlisted.			
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.			
For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.			
Qualification	Q1	Demonstration of successful study at NVQ Level 3 or equivalent e.g. 2 A Levels AND a minimum of 5 A* to C GCSE passes (grades 4 to 9) including Maths and English, or equivalent e.g. Level 2 qualification.	✓A
Key Knowledge	K1	Has good communication skills with ability to communicate effectively in written and spoken English for a range of audiences.	✓A
	K2	Has good numeracy skills.	
	K3	Competent IT skills including experienced in using Microsoft word, excel, power point and outlook skills.	
	K4	Demonstrate an interest in Public Health including for example, an awareness of public health campaigns, health improvement/promotion activities (national and local) with commitment to developing knowledge further, with evidence.	✓A
Relevant Experience	E1	Has experience of working as part of a team and in collaborating with colleagues	✓A
	E2	Has experience of working under their own initiative and completing work with minimal support without close management supervision.	✓A
	E3	Shows an ability to establish and maintain working relationships with colleagues, stakeholders, and partners.	
	E4	Has experience of organising their schedule, meeting deadlines and prioritising tasks accordingly	✓A
	E5	Has experience of using evidence, such as insights or feedback, to inform written documents such as reports or recommendations to inform decision making	
	E6	Experience of communicating to a range of audiences, including the ability to work together to problem solve.	
Core Values and Behaviours		Equity	

		<ul style="list-style-type: none"> • Listen to the views of others and ask for their opinions making sure that everyone in my team inputs into the things that matter. • Ensure fairness and justice is at the heart of my decision making and support to my team and others. • 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. • Develop others and ensure we work as one team for Lambeth, encouraging everyone to play their part • Take positive action to ensure everyone in my team has opportunities to learn and grow at work • Encourage everyone to be themselves at work and value who they are • I am inclusive and actively celebrate diversity, recognising everyone in my team as individuals. 	
		Kindness <ul style="list-style-type: none"> • Treat each member of my team with respect and dignity just as I would want for myself. • Encourage each member of my team to do their very best work and am available to them to provide support and guidance. • Personalise my support to each team members and look out for them, lending a hand wherever I can • Encourage everyone to try and learn from mistakes and use integrity to take action with my team to put things right together • Work with empathy seeking to understand each and every member of team, their unique perspective and circumstances and ensure everyone is heard • Take the time to communicate, being honest, open and genuine and taking the time to get to know team members as individuals. • Show compassion and patience recognising that everyone in the team has unique experience and celebrating the great work they do for Lambeth. • 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. 	
		Accountability <ul style="list-style-type: none"> • 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 • I ensure my team and employees take individual and collective accountability for performance and delivery, making sure that they have clear plans and performance objectives. 	

		<ul style="list-style-type: none"> • I ensure my team plan ahead, getting the basics right and take swift action when problems arise • I encourage my team to be risk aware and ensuring that our decisions and actions are informed and understood and communicated to others. • 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. • I share my learning, knowledge and skills with others thorough coaching and mentoring and encourage others to do the same. • I ensure that my team and I put residents, communities, customers and their needs at the centre of everything we do. • I encourage my team to learn and grow and ask questions to find the information they need to do their jobs 	
		<p>Ambition</p> <ul style="list-style-type: none"> • 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. • Encourage my team to be flexible and try new things when it's appropriate to do so and tell me what could be improved. • Promote a one team for Lambeth approach reaching out to our stakeholders to face our challenges together • 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 • I make time for the team to Innovate and look for creative ways to do things better, being curious about possibilities. • Positively challenge and encourage the team to collaborate and look for solutions together across service and team boundaries. • 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. 	