

Job Description and Person Specification

PH Health Specialist- Health Protection

A Lambeth to be proud of



Job Title: PH Health Specialist- Health Protection

Department: Integrated Health and Adult Social Care

Division: Public Health

Grade: Career Grade PO7-PO8

Responsible to: Consultant in Public Health

Job Purpose

The post holder will be a senior member of the Core Public Health Team and will be responsible for leading on specific key areas of work. The post holder will be responsible for the provision of specialist public health expertise and advice, mainly in health protection, helping to ensure that public health and other services commissioned by the council, and health care services commissioned by the NHS and SEL integrated care system (including Lambeth place-based) are evidence-based and clinically cost effective; reduce health inequalities; meet the need of the local population, identified groups and maximise individual and population health outcomes. The post holder will also enable the Council to comply with its mandated responsibility to provide information and advice to certain persons and bodies within their area to promote the preparation of, or participation in, health protection arrangements against threats to the health of the local population, including infectious disease, environmental hazards and extreme weather events.

Responsibilities

- To work flexibly and to take part in matrix working, as required, to enable the maximum effectiveness of the council's approach to its public health responsibilities and other council priorities. In particular, the post will be responsible for delivery of the health protection assurance role of the DPH
- Overview of health protection programmes ensuring targets and outcomes are being met, including to enable local health and social care providers to satisfy to the Code of practice on the prevention and control of infections and related guidance
- To be responsible for setting the strategic and operational direction in key areas of responsibility and evaluating outcomes
- The post will involve attendance at evening meetings.
- The post will involve deputising for the relevant Consultant in his or her absence.

The post holder will have experience of working in public health settings or similar and will hold, or be working towards, accreditation as a public health specialist (or related area of competence). The post will provide development opportunities for people with 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.

Main Duties and Responsibilities

At PO7 Grade:

1.1

- Lead on the development, implementation and delivery of national, regional and local policies, developing inter-agency and interdisciplinary strategic plans and programmes, with delegated board or organisational authority to deliver key public health targets.
- Develop and utilise information and intelligence systems to underpin public health action across disciplines and organisations, leading collation and interpretation of relevant data.
- Work closely with key partners – NHS England, UKHSA, Council personnel, SEL integrated care system including place-based personnel such as primary care officers and local GPs, Local Trusts (acute and mental health), and others.
- Engage and develop links with strategic and operational stakeholders locally and regionally to influence decisions and develop good practice that impacts on Lambeth.

1.2 Play a key role in:

- engaging 'hard-to-reach' individuals and communities to improve health and to reduce health inequalities.
- enabling effective partnership working to improve clinical and public health outcomes.

1.3 Health Protection

- To develop systems to enable the DPH to fulfil their assurance duties.
- To support the public health team in safeguarding the health of the population in relation to communicable disease, infection control and environmental health, including the delivery of immunisation targets.
- To keep up to date with the performance of all agencies delivering health protection for the Lambeth population and take remedial action to address poor performance.
- Ensure active involvement of patients, carers and the public in project work

1.4 Surveillance and assessment of the population's health and well-being

- To ensure the proper design, development and use of information and intelligence systems to underpin public health improvement and action for the population across disciplines and organisations.
- To interpret and advise on epidemiological and statistical information about the health of the population of Lambeth.
- To ensure the use of the best available evidence base to support the assessment of health needs, health inequalities, health impact assessment and the identification of areas for action within the local population.
- To support evaluation across the department, including a programme of public health evaluation and audit

1.5 Assessing the evidence of effectiveness of health and healthcare interventions, programmes and services

- To lead on and undertake service development, evaluation and quality assurance, governance and the preparation and adjustment of action plans in line with changing needs and changing organisational circumstances.
- To implement National Institute for Health & Care Excellence guidance and other national standards, guidance and frameworks.
- To lead on and support the development and maintenance of clinical networks, clinical governance and clinical audit.

1.6 Policy and strategy development and implementation

- To ensure the establishment and maintenance of proper linkages between health improvement and the reduction of health inequalities related to the wider determinants of health across all aspects of Lambeth Council's areas of responsibility.

1.7 Leadership and collaborative working for health

- To work with primary, acute, community and mental health care clinicians and managers to raise awareness of their organisations' public health roles.
- To ensure the integration of health, social services and voluntary organisations to promote effective joint working to ensure delivery of the wider public health and health and social care targets.
- To influence external agencies in the context of improving health and reducing health inequalities by working with complex health, social and wellbeing structures through professional, clinical, managerial, processes and community and voluntary organisations

1.8 Communication, influencing and community engagement

- To support local communities to take action to tackle longstanding and widening health inequality issues, using health promotion and community development approaches as appropriate.
- To ensure that the primary and secondary prevention of diseases and the provision of effective and cost-effective services are on the shared agenda of key stakeholders and that delivery plans reflect the health priorities of the department and the London Borough of Lambeth.
- To contribute to the development of social marketing and resources which will improve the dissemination of health messages and interventions to target groups and contribute to equitable access to services.
- To foster and develop partnership working across organisational boundaries, using strong influencing and negotiation skills, to agree and develop evidence-based and locally appropriate innovative ways of working.

1.9 HR Responsibility – the post holder will be responsible for:

- Planning coordination and management of allocated staff i.e., team workplans (across a range of major functions), recruitment and selection, performance appraisal and career development in line with corporate policies and procedures.
- Induction of new staff offering advice and training where required.
- Work allocation and supervision for junior members of staff.
- Staff work plans and activities and share with the wider public health department.
- Staff management in accordance with Council policies, including setting objectives, carrying out appraisals, agreeing personal development goals and managing performance.

1.10 Personal Development

- To enhance existing competencies and acquire new competencies, in line with agreed personal development plans as part of continuous professional development and the needs of the job.
- To work autonomously, be a self-starter, manage and prioritise workload and be solution focused.
- Keep abreast of relevant national, regional and local public health development as part of continuous professional development.
- To network with colleagues in the department to share intelligence and promote effective cross-working.
- To work towards or maintain professional accreditation in Public Health or related field of competence.

1.11 Generic Duties and Responsibilities

- Attend the borough at least a couple of days a week to collaborate with colleagues and connect to the borough.
- To comply with all the Council's Codes of Practice, including the Code of Conduct, and policies and procedures concerning data protection and health and safety.
- 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.
- 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.
- 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.
- To frequently use own initiative and work independently, requiring minimum supervision with an on-going requirement to achieve agreed objectives, and make decisions on how objectives should be achieved within broad professional and / or organisational policies
- To manage a diverse and heavy workload in an environment of constantly shifting priorities, including complex legislative changes and operational demands.

- To work flexibly in line with the needs of the service and undertake other duties as required in discussion with the line manager.
- To achieve agreed service outcomes and outputs, and personal appraisal targets, as agreed by the line manager.
- To undertake training and constructively take part in meetings, supervision, seminars and other events designed to improve communication and assist with the effective development of the post and post holder.
- To use and assist others in the use of information technology systems to carry out duties in the most efficient and effective manner.
- To maintain an awareness of the risks to the Council and taking necessary action to minimise risks.
- Manage staff and resources in line with Lambeth Council codes of governance and policies as above.
- 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.
- Deputise for the Public Health Consultant as required and chair and attend appropriate meetings.
- 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.
- To represent Public Health at internal and external meetings and working groups.
- 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.

At PO8 Grade:

In addition to the above duties, the post holder is expected:

2.1 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 and programmes, across primary, secondary and social care, and across sectors including, but not limited to, local authorities and voluntary organisations.

2.2 Health Protection

- To lead on public health input into local resilience and emergency planning.
- To communicate effectively and diplomatically with a wide audience to help to change practice in highly challenging circumstances such as communicable disease outbreaks, chemical incidents, immunisation and screening.
- To identify risks that may threaten the implementation of health protection related interventions and address or escalate them appropriately.

2.3 Assessing the evidence of effectiveness of health and healthcare interventions, programmes and services

- To provide expert public health advice and leadership to support and inform an evidence-based approach within ethical frameworks for commissioning and to develop high quality equitable services, across primary, secondary and social care, and across sectors including local authorities, voluntary organisations and others, in potentially contentious and hostile environments where barriers to acceptance may exist.
- To provide expert advice to enable evidence-based commissioning, prioritisation of services for the population and identified groups (in some circumstances for the individual) in order to maximise opportunities for health improvement and the reduction of health inequalities.

2.4 Policy and strategy development and implementation

- To lead on the communication, dissemination and implementation and delivery of national, regional and local policies, the development of inter-agency and interdisciplinary strategic plans and programmes and in the delivery of key public health targets.
- To provide expert knowledge, standards and practice across the spectrum of public health practice.
- To lead the development and implementation of multi-agency, long-term public health programmes as required, based on the identification of areas of potential health improvement, the diversity of local needs and the reduction of health inequalities.
- **Leadership and collaborative working for health**
- To use innovative responses to handle new and challenging situations, related to a diverse range of public health subjects, and with extensive policy and /or service implications.
- To contribute to the strategic development of public health practice and corporate responsibilities as part of the Public Health Department Management Team.

At a PO8 grade Public Health Specialist you will also be expected to demonstrate knowledge, understanding and application of UKPHR's Practitioner Standards set out in [UKPHR Practitioner Standards 2nd Ed.](#) Experienced Public Health Specialists demonstrate expert and effective practice in complex situations, assessing and managing higher levels of risk, striking a balance between support and control, liaising with a wide range of professionals, including more senior levels. You will start to take responsibility and be accountable for the practice of others, supporting trainee public health registrars and supervising the work of less experienced practitioners. You will lead, as appropriate, in developing inter-agency and interdisciplinary short and long-term strategic plans for securing health protection and improvement, both in the general population and in vulnerable groups at high risk of poor health and reduced life expectancy, in partnership with a range of agencies such as those in the statutory, non-statutory, voluntary and private sectors. This requires the ability to work

across internal and external organisational boundaries. You will be expected to work towards achieving UKPHR's specialist Knowledge and Show How competencies.

PERSON SPECIFICATION

<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>		Shortlisting Criteria	
<p><i>For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.</i></p>			
Key Knowledge	K1	<p>Knowledge of the challenges facing local government in relation to health protection (PO7)</p> <p>Detailed knowledge of the challenges facing local government in relation to health protection (PO8)</p>	A
	K2	<p>A knowledge of principles and practice of Public Health with understanding of national and local health priorities as they relate to public health especially health protection. (PO7)</p> <p>A sound knowledge of principles and practice of Public Health with understanding of national and local health priorities as they relate to public health especially health protection. (PO8)</p>	A✓
	K3	<p>Proven knowledge and experience of Infection prevention and control/Immunisation and screening programmes and Infectious diseases surveillance (PO7)</p>	
Relevant Experience	E1	<p>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. (PO8)</p>	
	E2	<p>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. (PO7)</p>	A✓
	E3	<p>Proven experience of using innovative responses to handle new and challenging situations, related to a</p>	A

		diverse range of public health subjects, and with extensive policy and/or service implications (PO7)	
	E4	Good interpersonal, oral and written communication skills along with experience of presentation, facilitation and report writing (PO7)	A
	E5	Ability to lead, motivate teams to meet objectives (PO7)	
	E6	Understanding and well thought out commitment to equal opportunities, equity and promotion of cultural competence (PO7)	
	E7	Ability to manage time effectively, prioritise and work under pressure to meet deadlines and with good organisational skills. (PO7)	
	E8	Ability to undertake health & wellbeing needs assessment, population health surveillance, and strategy and policy development through to procurement, performance management and evaluation. (PO7) Experience of & ability to undertake health & wellbeing needs assessment, population health surveillance, and strategy and policy development through to procurement, performance management and evaluation. (PO8)	A✓
	E9	Demonstrates a 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. (PO7) 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. (PO8)	A
	E10	A clear understanding of the sensitivities around working with confidential information including service user details. (PO7)	
Qualification	Q1	Relevant degree and/ or post graduate qualification and/or professional or management qualification in	A✓

		public health or related areas (especially epidemiology), plus evidence of continuing professional or managerial development. (PO7, PO8)	
	Q2	Current UKPHR Practitioner Registration	

Core Values and Behaviours		<p>Equity</p> <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. 	
		<p>Kindness</p> <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.	
		<p>Accountability</p> <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. • 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 through 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 	

		<ul style="list-style-type: none">• 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.	
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