Lambeth

Job Description and Person Specification

Public Health Programme Manager (Tuberculosis)

A Lambeth to be proud of



Job Title: Public Health Programme Manager (Tuberculosis)

Department: Integrated Health and Adult Social Care

Division: Public Health

Grade: PO2

Reports to: Public Health Specialist

Context

This role has been created to support South East London Integrated Care Board (SEL ICB) colleagues, with a particular focus on developing and implementing an effective Tuberculosis (TB) pathway for our residents. At current, a South East London testing and treatment programme pathway has been developed as a protocol. **This role will work across the six boroughs to ensure these plans are supported, facilitated and evaluated effectively.**

This is a proposed integrated role whereby the postholder is hosted by Lambeth Borough but works on behalf of all six boroughs across SEL ICB.

Job Purpose

- The colleague will play a key role in supporting the Public Health Department to deliver the Council's public health responsibilities and strategic priorities, contributing to improving and protecting population health and reducing health inequalities.

- The post holder will undertake key tasks including detailed programme and project management; supporting commissioning and contract management processes (where applicable for the role); engaging with stakeholders, partners, communities, and service user/patient participation groups; liaising with relevant Council teams (including communications, HR, finance, procurement, policy and engagement); and supporting joined-up working across the Public Health Department, the Council and Lambeth Together to enable delivery of strategic objectives.

- The post holder will contribute to the planning, commissioning, delivery, and evaluation of public health health protection programmes and will work flexibly across different portfolios according to service priorities.

- The role requires strong partnership working, stakeholder engagement, political awareness, and the ability to manage multiple workstreams and competing organisational priorities within a local authority environment.

- The role is organisationally hosted within the health protection function and will contribute to delivery of the Council's statutory public health responsibilities under the Health Protection (Local Authority Responsibilities) Regulations 2013. This may include supporting vaccination and screening programmes, outbreak preparedness and response, and wider health protection assurance activity, alongside contributing to other public health priorities.

Responsibilities (Main Duties)

Support the implementation and coordination of the collaborative South East London ICB Tuberculosis strategy, with a particular focus on the following responsibilities:

- Support the planning, development and implementation of an Latent Tubercolosis Infection (LTBI) screening programme for new entrants from high-incidence countries across the six South East London boroughs (utilising available Flag4 data).
- Build and maintain effective working relationships with key stakeholders, including Public Health teams, Integrated Care Board (ICB) colleagues, UK Health Security Agency (UKHSA), NHS England, TB service providers, and laboratory/testing services, to support delivery of the LTBI programme and pathway.
- Provide programme management support for the LTBI testing strategy, ensuring activities are coordinated across partners and aligned with national guidance and local commissioning intentions.
- Liaise with commissioners and provider organisations regarding LTBI screening activity, performance monitoring, and reporting against contractual and national requirements.
- Support the LTBI programme governance arrangements, working closely with a small steering group comprising Public Health, commissioning, health protection and clinical representatives.
- Coordinate the implementation and ongoing review of LTBI care pathways, working with TB services and testing providers to support timely referral, assessment and treatment of individuals identified through screening.
- Monitor programme delivery and performance against agreed plans and objectives, maintaining oversight of activity, outcomes, risks and issues, and ensuring concerns are escalated appropriately to relevant stakeholders.
- Produce reports, analyses and updates for programme boards, commissioners and partner organisations to inform decision-making and support continuous improvement of LTBI services.
- Contribute to the identification of opportunities to improve LTBI case finding, pathway performance and patient access across South East London.

PERSON SPECIFICATION

It is essential that 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). 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.			**Shortlisting Criteria**
For link/career graded post, please mark knowledge, experience, and behaviours clearly for each grade.			
Key Knowledge	K1	Knowledge of key national issues & programmes relevant to client group and service/outcome area	✓A
	K2	A strong understanding of working in complex organisations and the importance of public service, ethics and standards, partnership working and customer care	
	K3	Strong working knowledge of technology including MS Office suite (Word, PowerPoint, Excel, Project)	A
	K4		
Relevant Experience	E1	Experience of collaborating with a range of internal and external partners	A
	E2	Experience of coordinating and programme managing high level programmes and projects with strict deadlines	
	E3	Can demonstrate a proactive and organised approach to prioritising and dealing with a complex and changing workload and solving problems	✓A
	E4	Excellent oral and written communication skills	A
	E5	Effective interpersonal, motivational and influencing skills	
Qualification		Education to degree level or equivalent	✓A

Core Values and Behaviours		**Equity** • 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 • 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 • 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 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	
		Ambition • 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.	