

JOB DESCRIPTION

Job Title:	Public Health Advanced Practitioner		
Directorate:	Place	Salary:	£48,226 - £53,460 plus LWA £729
Section:	Public Health	Grade:	BG-E SCP 37–42
Location:	Time Square	Work Style:	Hybrid

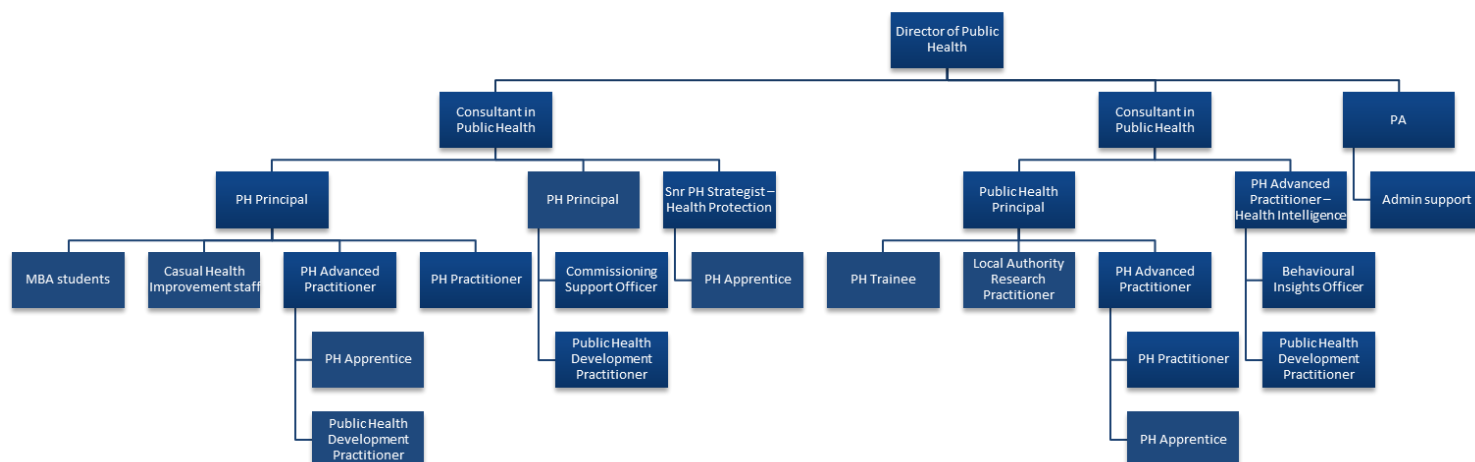
Key Objectives of the role

The post holder will contribute to key public health outcomes through the management of workstreams and projects within a portfolio of priority health programmes. Working at both strategic and operational levels, they will coordinate and lead workstreams and projects using and developing appropriate systems and processes to achieve agreed outcomes.

They will lead defined programmes and projects in agreement with Public Health Senior Leadership, which will include budget and staff management and reporting to senior officers and committees.

They will work in collaboration with colleagues to ensure a public health approach is central to all organisation and system business as usual and will contribute to developing public health capacity and capability within a range of local organisations and settings. This work involves multi-agency working engaging with internal and external stakeholders and customers to deliver against specified prevention priorities.

Designation of post and position within departmental structure



Daily and monthly responsibilities

Technical functions:

- Support the Public Health Consultants and Principals in in the designing; implementing; commissioning; auditing of public health programmes and projects as identified in the business plans/ JSNAs/ Joint Health and Well-being Strategies.
- To lead on defined programmes and projects, in agreement with the Public Health Consultants and Principals.
- Develop skills in identifying health needs, using appropriate analytical techniques and working with multiple qualitative and quantitative data sources, including intelligence from local communities by using professional judgement and expertise to independently interpret and analyse complex research, guidelines, policies and procedures and formulate interventions according to evidence based practice.
- Manage, analyse and interpret data, insight and information to inform public health priority setting and contribute to the development of key products including the Joint Health and Wellbeing Strategy and Joint Strategic Needs Assessment (JSNA)
- Supporting the development and delivery of evidence-based strategies to meet these health needs.
- Evaluating the impact of programmes and projects using appropriate evaluation techniques.
- Work to, and for, the evidence base, conducting research and providing informed advice.
- Contribute to appraisals, audits, health equity audits and health impact assessments of relevant policies and plans of the Council and other partners to drive quality and reduce inequalities.
- Contribute to the development of targets and monitor programme performance against key indicators/outcomes measures, in line with national and local targets and priorities

Contextual functions:

- Support the Public Health Consultants and Principals in working with, and through, policies, strategies and action plans to improve health outcomes and reduce inequalities across all three domains of Public Health: health protection; health improvement; and health care public health, and the wider determinants of health.
- Contribute to effective commissioning and service redesign (needs assessment, prioritising, planning, development, implementation and evaluation of services, programmes and interventions) for better health outcomes across sectors and organisations, with a particular emphasis on reducing inequalities.
- Work within political and democratic systems and within a range of organisational cultures to improve health outcomes and reduce inequalities, providing public health advice as appropriate within Bracknell Forest Council and to partner agencies.
- Develop negotiation, facilitation, delegation and communication skills to engage key stakeholders, decision makers and the targeted community, working collaboratively with residents and community groups, with colleagues across the Council and other organisations to improve health outcomes and reduce inequalities.
- Providing regular reports and updates to relevant structures including the Health and Well-being Board, Scrutiny, Cabinet and Council.

Delivery functions:

- Provide Public Health leadership to drive improvement in health outcomes, influencing the contributions of others throughout the system to improve health and address inequalities.
- Communicate information in an understandable form to certain individuals, groups, health professionals and community partners from a wide range of backgrounds.

- Consult, engage and codesign/coproduce with key communities and stakeholders.
- Scope programmes and project business cases, identify and engage key stakeholders and develop, manage and monitor and evaluate the programme/project plan.
- Managing successful change through evidence-based approaches including project change and performance management, ensuring where appropriate effective engagement of key stakeholders and the public throughout the process.
- Contribute to the effective management of programme resources, including where appropriate workstream and project budgets and staff management responsibilities relevant to the specific programmes within the portfolio.
- Supporting the dissemination of learning from programmes and projects at local, regional and national level.
- Design, implement, deliver and/or quality assure education and training programmes, to build a skilled and competent workforce.
- Develop workforce capacity to deliver public health priorities at scale.
- Develop the ability to work autonomously to provide defined public health advice to health professionals, individuals, community groups and key stakeholders.

*As set out in the [Public Health Skills and Knowledge Framework 2016](#)

Scope of role

General

The job description is intended as a guide to the principal duties and responsibilities of the post and complements individual objectives set in line with the annual public health objectives. Responsibilities will be reviewed periodically in line with service priorities and duties may change or new duties be introduced after consultation with the post holder.

Professional Responsibilities

- Receive professional management and support from a relevant PH professional.
- Act with integrity, consistency and purpose and continue personal development.
- Participate in Personal Development Review (PDR), supervision and mandatory training inline with Council requirements and/or as part of formal requirements for continued membership with a recognised professional body.

Key working relationships

- Director of Public Health, Berkshire Public Health Consultants and colleagues in Berkshire and wider Integrated Care System Public Health Teams
- Executive and Assistant Directors and colleagues within other departments in Berkshire local authorities
- Elected members
- Directors and Operational Managers in Integrated Care Boards (ICBs) and local Integrated Care Systems (ICSs)
- NHS and health and social care commissioners and providers
- Voluntary, Community, Social Enterprise and Faith sector
- Schools and Education system
- Criminal justice and probationary services
- Local businesses and employers
- South of England Public Health England region
- NHS England South (Thames Valley)
- Other national organisations, such Department of Health and Social Care including the Office of Health Improvement and Disparities.

Service Responsibilities

- Provide support to Public Health Consultants and Principals for the delivery of the Public Health workplan to ensure programme and project objectives are met.
- Provide support to the Public Health Consultants and Principals to develop and monitor appropriate performance indicators and outcome measures as agreed in the Directorate Business Plan.
- Responsible for managing some project budgets in accordance with the processes and procedures of the organisation.
- Provide support to the PH Consultants to identify and implement efficiency savings as required.
- Commitment to the Council's Equal Opportunities policy at all times
- Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times.

Budgetary/Resource Control

The postholder will project manage programmes of work that include nominal budget management and will hold a low threshold of delegated responsibility for budget management.

Line Management Responsibilities

The post holder will line manage up to three Public Health Practitioners, Development Practitioners and/or Apprentices/trainees.

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	<p>Degree or equivalent relevant experience, reflecting strong numeracy skills ideally in public health, statistics, or a health-related field.</p> <p>Demonstrated commitment to ongoing professional development.</p> <p>UKPHR Registration or willing to work towards UKPHR Registration.</p>	<p>Master's degree or other evidence of advanced knowledge relating to health, public health or health informatics</p> <p>Project or Programme Management qualification</p>
Competence Summary (Knowledge, abilities, skills, experience)	<p>Experience of working in a relevant public health/health improvement role e.g. education, environment and sustainability, public health, nursing, community/youth work</p> <p>Knowledge and understanding of the public health functions and issues, services, health inequalities and the priorities for residents across the local geography.</p> <p>Understanding of national and local policy and the impact they have on local action and job role.</p> <p>Experience of developing and implementing strategic approaches to improve health and reduce health inequalities</p> <p>Can carry out the working practices, procedures and basic operations across a specialist area or number of specialist areas</p> <p>Ability to persuade and influence partners to address health inequalities and advocate for a Public Health approach.</p> <p>Experience of working with and facilitating multi-disciplinary, multi-agency teams, building effective partnerships</p> <p>Experience of stakeholder engagement, including communities</p>	<p>Public health commissioning and service development experience</p> <p>Experience of working in a political environment.</p>

Experience of successful project management in a local authority or health setting including performance monitoring and management, evaluation and reporting on progress and delivery

Knowledge and skills to use, interpret, analyse, and communicate complex numerical information.

Experience of using a range of effective tools to assess the health needs of a population

Uses a range of ICT systems across own work area and or across other areas of work.

Budget management skills to manage spend in own portfolio area.

Experience of people/relationship management and managing staff

Facilitation and development of training programmes to support workforce capacity, capability and organisational development

Excellent oral, written and presentation skills

Ability to work on own initiative and as part of a team

Understanding of Confidentiality and Data Protection responsibilities.

**Work-related
Personal
Requirements**

Independently mobile

Highly Self Motivated

Able to motivate others

**Other Work
Requirements**

Discretion and trustworthiness – you will often be party to confidential information

The ability to converse easily in spoken English, explain complex or technical information to members of the public and respond effectively to detailed or complex questions for an extended period of time

	<p>Understanding and commitment to the principles and practice of valuing diversity and equal opportunities.</p> <p>A satisfactory basic Disclosure and Barring Service check</p>
<p>Role models and demonstrates the Council's values and behaviours</p>	<p>Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our residents and engage with our communities.</p> <p>We make our values real by demonstrating them in how we behave every day.</p>

All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.

