

Job Description



Job Title: Public Health Strategist Officer	Service Area: Public Health	
Directorate: Adults, Health and Communities	Post Number: TBC	Evaluation Number: 7303a,7303b & 7303c
Grade: P02/P03/P04	Date last updated: 18 June 2024 (NEW JD)	

People at the heart of everything we do

We are committed to putting people – Newham residents and Council staff – at the heart of all we do. Our approach is a collaborative joint enterprise between residents, the Mayor, Members, Council staff and the Corporate Management Team.

Equality and diversity

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity policy in the course of their work.

Protecting our staff and services

Adherence to health and safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good health and safety practices and manage risks appropriately.

Corporate parent

We believe that every member of staff working for Newham Council should understand and fulfil our corporate parenting responsibilities for our looked after children that we have under the Children and Social Work Act 2017.

Overall Purpose of Job

This post will support Public Health programmes as a vehicle for reducing inequalities and improving health in Newham. This is a generic public health post and the postholder will be required to work on a variety of health topics supporting the wider public health department.

The post holder will contribute to work on the assessment of local health needs and assist in the interpretation and implementation of public health policies, national guidance and the evidence base to increase healthy in Newham. He/she will participate in the planning, development, implementation and monitoring of public health interventions and programmes, services and strategic plans. Collaboration with a range of partners and stakeholders will be essential. He/she will also review public health interventions and evaluate their impact and cost-effectiveness.

Job Summary

The post holder reports to one of a Public Health Strategist, Public Health Consultant or member of the Public Health Senior Management Team.

1. The post holder will be required to work some evenings, weekends and occasional public holidays in order to meet service requirements and in order to ensure appropriate representation of the Council with residents, the Mayor and elected members, and external bodies.
2. The postholder may have direct line management responsibility for staff.
3. The postholder has no budget responsibility.
4. This post is eligible for progression from grade PO2 up to and including PO4 in line with the Public Health Professional Development and Progression Policy. See below for a summary of progression requirements.

Key Tasks and Accountabilities:

Key tasks and accountabilities are intended to be a guide to the range and level of work expected of the post holder. This is not an exhaustive list of all tasks that may fall to the post holder and employees will be expected to carry out such other reasonable duties which may be required from time to time.

Progression through the grades will be based on assessment of performance in the additional responsibilities, including a learning portfolio with evidence of achievements. The Public Health Professional Development and Progression Policy contains full details of eligibility and criteria for progression. The policy will be available to the post holder upon starting in the post.

Detail set out in each of the areas below

To undertake all responsibilities listed below:

1. Communication

- a) To support involvement and consultation of local stakeholders in all appropriate local public health policies and guidance. This may include

stakeholders such as healthy schools, children's centres, other council departments, school nurses, primary care, NHS colleagues, other health providers, community groups and residents.

- b) To promote and ensure a high profile and awareness is maintained of activity that promotes health improvement through community events, local media, other council departments and healthcare partners.
- c) To support the development and deliver workshops to increase local knowledge and awareness of public health areas by engaging with a variety of stakeholders, for example, local community groups, health care professionals, schools and early years sites and patient groups.
- d) To contribute to the production and delivery regular written and verbal updates to a wide audience including GP Practices, school staff, Council meetings, Clinical Commissioning Groups and community groups updating on service development, NICE guidance, best practice and health promotion activities.

2. Health improvement project management

- a) To contribute to the planning, development, and assessment/evaluation of policies and programmes designed to promote health and/or address health inequalities, using a range of public health and health promotion competencies.
- b) To contribute to needs assessments in key public health priority areas
- c) To support key stakeholders with the implementation of local delivery plans, corporate objectives, local and national policies and public health initiatives.
- d) To support and contribute to collation, analysis and interpretation of appropriate data from a variety of sources to inform assessment of needs, development of strategies, action plans, and evaluations, working with Public Health Intelligence or other teams..
- e) To support the achievement of the Public Health team and wider council and NHS objectives for prevention and health inequalities.

3. Quality

- a) To maintain a commitment to continuing professional development within the field of public health.

Other Duties

- a) Any other duties as appropriate to the needs of the department, commensurate with the grade of the post.
- b) In discharging the duties of the post, have regard to the provisions of Health and Safety legislation, the Council's Equality and Diversity policies and corporate/departmental aims, values and objectives.

Progression to PO3

To be based on assessment of performance in the additional responsibilities, including a learning portfolio with evidence of achievements. The Public Health Professional Development and Progression Policy contains full details of eligibility and criteria for progression. The policy will be available to the post holder upon starting in the post.

Additional context of role: Demonstrate programme and project management skills to enable the delivery of strategy, policy and service provision in at least one key policy area and / or significant workstreams of strategic priorities.

The successful candidate would be expected to work to one or more Public Health Strategists / Consultants / members of Public Health Senior Management Team to deliver specific aspects of strategy work

- a) To produce and deliver regular written and verbal updates to a wide audience including GP Practices, school staff, Council meetings, Integrated Care Board and community groups updating on service development, NICE guidance, best practice and health promotion activities.
- b) To support multi-agency meetings related to public health areas, as may be required.
- c) To work in collaboration with local stakeholders, including statutory and non-profit making organisations and local communities to develop and implement plans for health improvement programmes.
- d) To develop and maintain working relationships with appropriate departments in the London Borough of Newham, Integrated Care Board, NHS England, UK Health Security Agency and other relevant networks.
- e) To deputise for public health strategists on the planning, development, commissioning, implementation and assessment/evaluation of policies and programmes designed to promote health and/or address health inequalities, using a range of public health and health promotion competencies.
- f) To support the management of projects including evaluations and surveys, supervise allocated staff and monitor associated budgets to achieve identified outputs and outcomes.
- g) To work closely with key stakeholders with the implementation of local delivery plans, corporate objectives, local and national policies and public health initiatives.
- h) To deputise for public health strategists in collating, analysing and interpreting appropriate data from a variety of sources to inform assessment of needs, development of strategies, action plans, and evaluations, working with Public Health Intelligence or other teams.
- i) To support the provision of public health advice to a range of programmes and to ensure that projects and other initiatives are delivered and informed by a clear evidence base.

Progression to PO4

To be based on assessment of performance in the additional responsibilities, including a learning portfolio with evidence of achievements. The Public Health Professional Development and Progression Policy contains full details of

eligibility and criteria for progression. The policy will be available to the post holder upon starting in the post.

Additional context of role: Demonstrate programme and project management skills to lead the delivery of strategy, policy and service provision in at least one key policy area and / or significant workstreams of strategic priorities.

The successful candidate would be expected to work to one or more Public Health Strategists / Consultants / members of CMT to deliver specific aspects of strategy work.

- a) To represent public health in key audience meetings including with GP Practices, school staff, Council meetings, Integrated Care Board and community groups updating on service development, NICE guidance, best practice and health promotion activities.
- b) To lead multi-agency meetings related to public health areas, as may be required.
- c) To lead collaborations with local stakeholders, including statutory and non-profit making organisations and local communities to develop and implement plans for health improvement programmes.
- d) To lead on working relationships with appropriate departments in the London Borough of Newham, Integrated Care Board, NHS England, Public Health England and other relevant networks.
- e) To lead on the planning, development, commissioning, implementation and assessment/evaluation of policies and programmes designed to promote health and/or address health inequalities, using a range of public health and health promotion competencies.
- f) To manage projects including evaluations and surveys, supervise allocated staff and monitor associated budgets to achieve identified outputs and outcomes.
- g) To lead on relationships with key stakeholders with the implementation of local delivery plans, corporate objectives, local and national policies and public health initiatives.
- h) To lead key strands of collation, analysis and interpretation of appropriate data from a variety of sources to inform assessment of needs, development of strategies, action plans, and evaluations, working with Public Health Intelligence or other teams.
- i) To lead on key aspects of public health advice to a range of programmes and to ensure that projects and other initiatives are delivered and informed by a clear evidence base.

Job Title: Public Health Assistant Strategist	Service Area: Public Health	
Directorate: Adults, Health and Communities	Post Number: TBC	Evaluation Number: 7303a,7303b &7303c
Grade: P02/P03/P04 (Career progression)	Date last updated: 18 June 2024 (NEW JD)	

IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

EQUALITY AND DIVERSITY

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work.

PROTECTING OUR STAFF AND SERVICES

Adherence to Health and Safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good Health and Safety practices and manage risks appropriately.

CRITERIA- Essential	METHOD OF ASSESSMENT
<p>KNOWLEDGE</p> <p>Knowledge of public health and of using a balanced evidence base to inform and support programmes of work that improve the health of the population.</p> <p>Understanding of health inequalities, the wider Public Health agenda and knowledge of working with diverse communities and in areas of deprivation.</p> <p>PO3 Strong knowledge of public health and of using a balanced evidence base to inform and support programmes of work that improve the health of the population.</p> <p>Deep understanding of health inequalities, the wider Public Health agenda and knowledge of working with diverse communities and in areas of deprivation.</p> <p>PO4 Application of knowledge of public health and of using a balanced evidence base to inform and support programmes of work that improve the health of the population.</p> <p>Application of understanding of health inequalities, the wider Public Health agenda and knowledge of working with diverse communities and in areas of deprivation.</p>	<p>Application / Test / Interview</p> <p>Application / Test / Interview</p>
<p>EDUCATION/QUALIFICATIONS Postgraduate qualification in health promotion, public health, health psychology or related discipline, or equivalent professional experience and/or training.</p>	<p>Application</p>
<p>SKILLS AND ABILITIES: Ability to support the presentation of basic epidemiology</p> <p>Ability to support communication and partnership working with a range of partners, to support the development of</p>	<p>Interview</p> <p>Application / Test / interview</p>

<p>locally appropriate and innovative public health programmes.</p> <p>The ability to contribute to health promotion campaigns, reports, resources and tools for a variety of audiences.</p> <p>Strong verbal and written communication</p> <p>PO3 Ability to understand and explain basic epidemiology</p> <p>Proven communication skills with a range of partners, to support the development of locally appropriate and innovative public health programmes. This must include the ability to write effective reports and correspondence, communicating complex information concisely and to make effective presentations to a variety of audiences. This will include briefing papers for the Director</p> <p>Leading aspects of health promotion campaigns, reports, resources and tools for a variety of audiences.</p> <p>Ability to provide pro-active personal support to senior managers to ensure best use of their time and energy</p> <p>Strong verbal and written communication</p> <p>PO4 Ability to accessibly present basic epidemiology so that others can understand and act on information</p> <p>Proven communication skills and partnership with a range of partners, to support the development of locally appropriate and innovative public health programmes.</p> <p>Leading aspects of health promotion campaigns, reports, resources and tools for a variety of audiences.</p> <p>Use of excellent verbal and written communication skills to shift practice and policy in public health areas</p>	<p>Interview</p> <p>Application / Test / interview</p> <p>Application and Interview</p> <p>Application and Interview</p>
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<p>EXPERIENCE: Some experience of using project management skills and knowledge of public health competencies that could have been gained through voluntary roles</p> <p>Some understanding of research methods including literature reviews,</p> <p>PO3 Significant experience of using project management skills and knowledge of public health competencies</p> <p>Strong understanding of research methods including experience of literature reviews,</p> <p>Experience of supporting multi-agency collaboration and supporting work at a strategic level across multi-professional and multi-agency partnerships to improve health and wellbeing and/or address health inequalities.</p> <p>Experience of conducting at least one of the types of research including audits/surveys, literature reviews, critical appraisal of evidence from a range of sources, to inform and develop public health programmes.</p> <p>PO4 Significant experience of project management skills and knowledge of public health competencies used to lead project workstreams</p> <p>Some experience of using research to inform practice and policy</p>	
<p>PERSONAL STYLE AND BEHAVIOUR:</p> <p>Ability to prioritise workload and undertake and complete projects in conjunction with day to day workload, ensuring project and routine deadlines are met</p> <p>Commitment to working in an open and collaborative way with the public health team, partners and residents</p>	<p>Application Form/Interview</p> <p>Application Form/Interview</p>

Commitment to tackling health inequalities	Application Form/Interview
OTHER SPECIAL REQUIREMENTS: Basic DBS	Pre-Employment