

Job Family:	Policy & Advisory Front Line–Professional Knowledge	Grade:	9
Job Title:	Public Health Strategist	Directorate:	Public Health and Wellbeing
Date:	14th September 2022	Version:	1:2

Brief Description of job role and department

The Public Health Strategist will use their public health knowledge to lead, and contribute to, the development of needs assessments and policy and strategy documents.

Reporting to the Senior Public Health Strategist, the post holder will build strong relationships with relevant stakeholders and will lead (and contribute to) reviews of projects and programmes that are part of the Sutton Health and Care Plan.

The Public Health Strategist will contribute to the public health team's capacity to maintain up to date knowledge of public health developments, identifying and reviewing sources of information and briefing the public health team accordingly.

They will lead by example in modelling and embedding the council's values and behaviours, working collaboratively with colleagues, partners and other stakeholders.

Representative accountabilities

- Lead on the development of specific policies and procedures to contribute to the continuous improvement in their own work area.
- Deliver advice and guidance on the most complex matters in own area of expertise to ensure customer needs are met.
- Liaise with customers to review service requirements and resolve problems.
- Where relevant, coordinate the work of a team, either formally or as part of a project to ensure individual and team objectives are delivered.
- Manage individual projects or systems to ensure work objectives are delivered in line with agreed standards and/or statutory requirements.
- Keep up to date with changes in relevant policy and legislation to ensure delivery in your own work area is effective and complies with appropriate regulations/statutory guidance.

Budgetary accountabilities

- None

Specific accountabilities

The role will involve:

- Effective use of public health skills and knowledge to improve population health and reduce health inequalities in the borough
- Preparing and presenting high quality reports, needs assessments, options appraisals and business cases.
- Preparing briefings and presentations for Members, the Senior Management Team, and other committees and stakeholder groups as necessary.
- Working with the communications team, as required, to promote Public Health initiatives and priorities to a range of stakeholders.

- Updating, learning and keeping abreast of developments relevant to the Public Health team's priorities, including legislation, guidance, new policies and best practice.
- Proactively seeking opportunities to build the capacity and capability of colleagues, and service providers to support residents to improve health and well-being.
- Developing and sustaining effective and productive partnerships and proactively identifying synergies between public health priorities and other departments priorities.

Role Profile - Details Specific to Job Family

These roles provide a broad service that set policy and provides advice to support and assure all of the council's day to day activities. They gather information required by other groups to make strategic decisions and translate this into corporate policy and strategic advice. They have little or no direct accountability for outcomes; however, what they are accountable for is the quality of advice they provide to business leaders.

At the lower levels, these roles tend to focus on research and analysis and the interpretation and implementation of policies. At the higher level, role holders set strategy, develop policy and provide assurance across the Council more broadly.

Role Profile - Details Specific to Grade

These roles will have accountability for achieving clearly specified and measurable results either personally or through the leadership of a team. Will be dealing with the most complex problems and issues within the boundaries of technical or professional skill and knowledge. Will make recommendations on procedural improvements and other initiatives to enhance team performance.

Roles requiring a level of professional expertise to assure a standard or provide expert advice to others.

Person specification (knowledge, skills, experience and behaviours required in the role)

Knowledge and Experience

Essential

- Experience (≥ 2 years) of working within an NHS, local authority or other relevant setting in a public health role within the UK
- Experience of conducting high quality health needs assessment through the collation, analysis and interpretation of key public health data, information and evidence
- Experience of leading (and contributing to) key strategy and policy documents including the Annual Public Health Report and JSNA.
- Experience of undertaking evaluations to effectively measure the outcome and benefit of public health interventions
- Experience of using project management skills
- Experience of working independently with limited supervision
- Experience in managing internal and external stakeholders at senior levels and facilitating/leading meetings.
- Experience of using evidence and intelligence to identify service improvements and/or financial efficiencies

Desirable

- Experience of working with groups to facilitate buy-in and ownership
- Experience of strong relationship building and influencing senior stakeholders.

Skills and Abilities**Essential**

- High standard of report writing skills, demonstrated by the ability to write and contribute to reports of varying length and complexity, for a variety of audiences.
- High standard of communication skills, demonstrated by the ability to present oral and written information, in a variety of formats to a variety of audiences
- Awareness of the political, economic, financial and organisational complexities of local government and the NHS
- Ability to quickly assimilate a wide range of information and to think independently and creatively.
- Knowledge of best practice public health in local contexts
- Ability to engage audiences by presenting complex information simply and succinctly in oral and written presentations or documents.
- Ability to work in partnership with other organisations and develop trusting relationships, consolidating different perspectives, identifying areas of mutual interest and agreeing joint objectives
- Excellent time management and prioritisation skills, demonstrated by the ability to use own initiative to manage a number of projects simultaneously, ensuring planning, organising and prioritising workload to meet project deadlines and deliver agreed objectives within budget
- Ability to anticipate barriers to delivery and identify innovative ways for overcoming them
- Ability to work in an uncertain and evolving environment
- Strong IT skills
- Commitment to excellent public services
- A 'can do' attitude focused on solutions
- Demonstrates honesty and integrity and promotes organisational values

Desirable

- Knowledge of the public health system in London

Qualifications**Essential**

- Msc in Public Health

Desirable

- Relevant project management qualification/accreditation

Personal style and Behaviour:

- At all times, respects the confidentiality and the dignity of others.
- Effective organiser, influencer and networker, with excellent negotiation skills.

- Demonstrates a strong desire to improve performance and make a difference by focusing on goals.

- Ensure all health and safety standards are adhered to for the relevant work area.
- Apply diversity and equal opportunities policies in the workplace.