

# **Job Description: Consultant in Public Health**

## CONSULTANT IN PUBLIC HEALTH

<b>Employing organisation:</b>	Warwickshire County Council
<b>Title:</b>	Consultant in Public Health/Consultant in Public Health Medicine (Full Time)
<b>Accountable to:</b>	The post-holder will be dually accountable: <ul style="list-style-type: none"><li>○ professionally to Warwickshire County Council</li><li>○ managerially to the Director of Public Health</li><li>○ <b>HayT3A01</b> (£89,323 to £97,648)</li></ul>
<b>Strategically responsible for:</b>	The post holder will be responsible for a number of key public health portfolio areas, including the mental health and wellbeing portfolio and the children and young people's portfolio. They will also be the public health lead for South Place Partnership.
<b>Managerially responsibility:</b>	To be agreed but will be responsible for line management of at least two program managers and two public health principals.

### 1. Appointment

This is a full-time post for a CPH/CPHM employed by Warwickshire County Council, based at Shire Hall in Warwick. Warwickshire County Council operates a flexible, agile working policy. The post-holder is a health professional serving a population of circa 600,000.

### Job Summary

On behalf of the local authority, the post-holder working with the DPH and other consultant colleagues will lead on improving the health and wellbeing of the residents which is underpinned by the statutory duty placed on local government to take such steps as it considers appropriate to improve health of its residents. The post-holder will take responsibility for a strategic objective of the local authority and the Health & Wellbeing Board and act as a change agent to enable delivery of relevant outcome indicators from the public health, NHS and social care outcome frameworks. The post-holder will be expected to work across organisations, be able to influence budgets held by those organisations as well as advocate for change effectively, to improve population and planetary health. They may hold direct managerial responsibility for services and budgets which directly contribute to these objectives, but they will usually also have substantially greater strategic responsibilities across the council and other agencies.

### Strategic objectives include:

Lead all aspects of PH input around Mental Health, Harm Reduction, Substance Misuse and statutory aspects of the Children and Young People and maternity agenda including the 0-19 Public Health Nursing service, linking into the Local Maternity and Neonatal Service (LMNS) and Child Death Overview Panel (both led by the ICB). Provide strategic leadership for the County's Mental Health and Wellbeing offer as well as the wider CYP Public health offer. Lead the public health contribution to the South Warwickshire Place Partnership, with responsibility for the geographical areas of Warwick and Stratford-on-Avon districts.

Specifically, they will:

- 1.1 On behalf of Public Health, take responsibility for ensuring delivery of specific public health prescribed and non-prescribed services such that the full range of benefits are delivered to local residents. These services include mental health services, substance misuse services, suicide prevention, and the CYP Public health service/offer.
- 1.2 Lead work across place and be the public health lead for South Place, influencing partnership boards (dealing with wider determinants) to maximise health improvement opportunities and the reduction of inequalities in health outcomes amongst residents. This will include using the Outcome Frameworks as well as exploring other relevant routinely collected data systems for suitable indicators.
- 1.3 Have a County wide responsibility for Children and Young People and Maternity and will work closely with the Local Maternity and Neonatal System as Public Health lead. They will provide public health input into the Child Death Overview Panels.
- 1.4 Work closely with the Public Health Commissioning Lead and provide strategic oversight of the recently recommissioned 0-19 service and ensure delivery of agreed key performance indicators.
- 1.5 Work with colleagues in children and families and education within the County Council to deliver on the Health Child Programme agenda.

The work will include working across the entire Council, NHS bodies (the Council has a statutory duty to provide public health advice to ICSs and the Council's Health and Wellbeing Board has a coordinating role for the whole of the health and care system) and other partner agencies. It will also involve influencing private sector, voluntary sector and community sector organisations that can impact on health, both currently and into future generations, and influencing the attitudes and behaviours both of professionals and of the population generally.

In delivering the strategic objectives the post-holder will be expected to demonstrate expertise in the full range of relevant competencies as set out by the Faculty of Public Health. This includes evaluation techniques, policy analysis and translation and ability to communicate effectively with a range of stakeholders including politicians. In addition to any direct responsibility for managing staff or budgets, he/she will be responsible for change and improvement in the agreed areas of work and for supporting the delivery of the statutory duty of the Council to take the steps it considers necessary to improve the health of its communities.

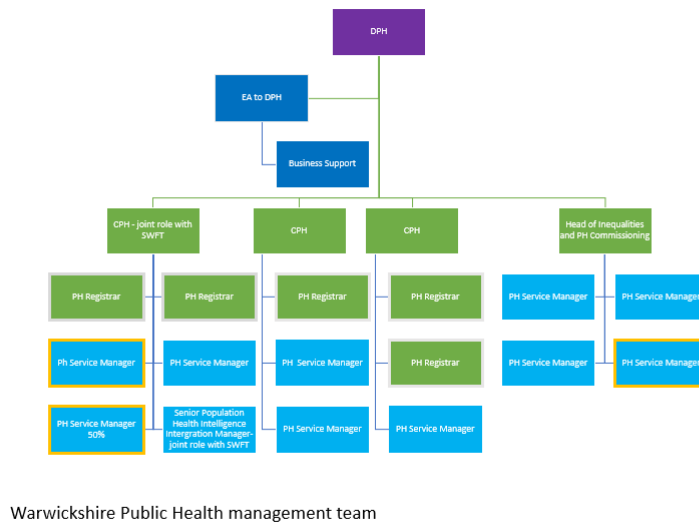
## 2. The employing organization and other organizations within the scope of the work

General information about the employing organisation should be inserted here or in an annex. Details should be given about local authorities, local NHS organisations and other relevant organisations.

## 3. Public Health Arrangements

### 3.1 Current staffing of the Department/Directorate of Public Health

Current staffing is set out in the diagram below. The department directly employs approximately 37 staff; this post is one of 4 Consultant in Public Health posts. The post holder will report to the Director of Public Health and will, subject to agreement, have management responsibility for a small sub-team that may comprise of two public health program managers and two public health principals.



Warwickshire Public Health management team

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### 3.2 Resources

The post-holder working with the DPH will be expected to make best use of both public health department resources as well as influence the resources in the Council as a whole.

### 3.3 Training and CPD arrangements

The department is an accredited public health training centre for Specialist Registrars, academic registrars, Foundation Year two Doctors and GP trainees. The Department also participates in the council's Apprentice programme. Consultants are expected to support the trainee seminar programme, be accredited educational supervisors or clinical supervisors or work towards accreditation and maintain good standing with the FPH CPD programme

## 4. The strategic responsibility and key tasks

The strategic responsibility of the postholder is outlined above. In delivering that responsibility the postholder is expected to demonstrate expertise across the full range of relevant competencies as set out by the Faculty of PH (Appendix 1) and where required, take responsibility for resolving operational issues. In negotiation with the DPH (&/or the Council), the postholder may be asked to take on responsibilities that are underpinned by any of the FPH competencies. The postholder will be expected to maintain both the general expertise as well as develop topic-based expertise as required by the DPH and will be expected to deputise for the DPH as and when required.

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The range of duties expected of the post-holder include:

- 4.1 Taking responsibility for a range of public health issues and work across organizational and professional boundaries acting as a change agent managing complexity to deliver improvements in health and wellbeing.
- 4.2 Providing briefings on the health and wellbeing needs of local communities to Councilors, Council Officers, ICSs, place partners, the third sector, the public and other partners. Where required, the post-holder will provide verbal briefings to Councilors, other colleagues and stakeholders in person which may be at short notice.
- 4.3 Taking responsibility for development, implementation and delivery of policies. This may include taking the lead in developing detailed inter-agency and interdisciplinary strategic plans and programs based on needs assessments which may lead to service specifications. The post-holder will be expected to contribute appropriately to the procurement process.
- 4.4 Providing expert public health support and whole system leadership to ensure an evidence-based approach for commissioning and developing high quality equitable services, within and across a range of organizations including voluntary, public and private sector. This includes the health service component of the mandated core service. This will include expertise in evaluation and development of appropriate KPIs.
- 4.5 Utilizing (and if appropriate developing) information and intelligence systems to underpin public health action across disciplines and organizations. This may include providing leadership for collation and interpretation of relevant data including production of the JSNA. Working with the DPH, this will include the integration of the appropriate elements of the public health, NHS and social care outcomes frameworks within the systems developed by the local authority as well as with relevant partner organizations.
- 4.6 Supporting the DPH in the development and implementation of robust strategies for improving the health and wellbeing of local communities including ensuring qualitative and/or quantitative measurements are in place to demonstrate improvements. This may include taking responsibility for the judicious use of the ring-fenced public health grant and/or working with ICSs, Trusts, the contractor professions and UKHSA.
- 4.7 Providing the key local authority link to the research community, providing advice/support to colleagues and coordinating appropriate access to scientific information. The post-holder will be expected to take part in relevant research networks and to influence research programmes of such networks so that the research needs of the local authority are taken into account.
- 4.8 Taking responsibility for the training obligations of the directorate, including becoming an Educational Supervisor. These duties will be agreed jointly with the relevant Head of the School of Public Health.

Underpinning much of these duties are public health tasks such as;

- 4.9 Undertaking health needs assessments as required to enable actions to be taken to improve the health of the local population.
- 4.10 Developing prioritization techniques and managing their application to policies, services and to help resolve issues such as the investment-disinvestment debate.
- 4.11 Effective communication of complex concepts, science and data and their implications for local communities, to a range of stakeholders with very different backgrounds.
- 4.12 Understanding of evaluation frameworks and applying those frameworks to the benefit of local communities.
- 4.13 A capacity to apply the scientific body of knowledge on public health to the policies and services necessary to improve health, both currently and for future generations, and to formulate clear practical evidence-based recommendations.
- 4.14 The understanding of human and organizational behavior and the application of this knowledge to the achievement of change.
- 4.15 Inspire commitment to public health outcomes and to prevention as a core feature of public sector reform.

## **5. Management arrangements and responsibilities (amend as appropriate)**

The post-holder will be professionally accountable to the employing authority and managerially accountable to the employing authority via their line manager, usually the Director of Public Health or equivalent. Professional appraisal will be required. An initial job plan will be agreed with the successful candidate prior to that individual taking up the post based on the draft job plan attached. This job plan will be reviewed as part of the annual job planning process.

The post-holder:

- 5.1 will manage approximately 3-5 staff (including trainees)
- 5.2 will be expected to deputize for the Director/Head of Department as required

## **6. Professional obligations** These include:

- 6.1 Participate in the organisation's staff appraisal scheme and quality improvement programme, and ensure appraisal and development of any staff for which s/he is responsible
- 6.2 Contribute actively to the training programme for Foundation Year Doctors/ Specialty Registrars in Public Health and LAs management trainees as appropriate, and to the training of practitioners and primary care professionals within the locality. In agreement with the DPH, becoming an Educational Supervisor.
- 6.3 Undertake an annual professional appraisal including completion of a programme of CPD, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health (Specialist) Register or other specialist register as appropriate. In agreement with the DPH, contribute to the wider the public health professional system by becoming an appraiser or practitioner appraiser for a specified period of time.
- 6.4 In agreement with the DPH contribute as an appraiser or practitioner appraiser to the professional appraisal system.
- 6.5 Practise in accordance with all relevant sections of the General Medical Council's Good Medical Practice (if medically qualified) and the Faculty of Public Health's Good Public Health Practice and UKPHR requirements.
- 6.6 Contribute to medical professional leadership within the health system.
- 6.7 It is a duty of a health professional to foster scientific integrity, freedom of scientific publications, and freedom of debate on health matters, and public health professionals have a further responsibility to promote good governance and open government.
- 6.8 Public health practice must be carried out within the ethical framework of the health professions.
- 6.9 The post-holder will be expected to maintain effective, courageous, and responsible public health advocacy.

These professional obligations should be reflected in the job plan. The post-holder may also have external professional responsibilities, e.g. in respect of training or work for the Faculty of Public Health. Time allocation for these additional responsibilities will need to be agreed with the line manager.

## **7. Personal Qualities**

The strategic objective of the post is as stated above. The post-holder will deal with complex public health and wellbeing challenges in a multi-organisational environment with widely differing governance and finance systems and organizational cultures. It is expected that the post-holder will be able to cope with such circumstances as well as multiple and changing demands, and to meet tight deadlines. A high level of intellectual rigour, political awareness and negotiation and motivation skills as well as flexibility and sensitivity are required. The post holder will advise the health and wellbeing board and make recommendations regarding services, residents' care and wider determinants of health and therefore a high level of tact, diplomacy and leadership is required including the ability work within the local political and at the same time maintain the ability to challenge and advocate for effective working and on specific issues in order to achieve public health outcomes. The achievement of public health outcomes and the successful pursuit of change are the purpose of the job and the metric against which performance will be assessed.

## Appendix 1: FACULTY OF PUBLIC HEALTH COMPETENCIES

(Based on the 2022 PH Specialty Training Curriculum)

### ***Use of public health intelligence to survey and assess a population's health and wellbeing***

To be able to synthesise data from multiple sources on the surveillance or assessment of a population's health and wellbeing and on the wider environment, so that the evidence can be communicated clearly and inform action planning to improve population health outcomes.

### ***Assessing the evidence of effectiveness of interventions, programmes and services intended to improve the health or wellbeing of individuals or populations***

To be able to use a range of resources to generate and communicate appropriately evidenced and informed recommendations for improving population health across operational and strategic health and care settings.

### ***Policy and strategy development and implementation***

To be able to influence and contribute to the development of policy as well as lead the development and implementation of a strategy.

### ***Strategic leadership and collaborative working for health***

To use a range of effective strategic leadership, organisational and management skills, in a variety of complex public health situations and contexts, dealing effectively with uncertainty and the unexpected to achieve public health goals.

### ***Health Improvement, Determinants of Health and Health Communications***

To influence and act on the broad determinants, behaviours and environmental factors influencing health at a system, community and individual level to improve and promote the health of current and future generations. To be proactive in addressing health inequalities and prioritising the most vulnerable or disadvantaged groups in the population.

### ***Health Protection***

To identify, assess and communicate risks associated with hazards relevant to health protection, and to lead and co-ordinate the appropriate public health response. To understand how those risks associated with hazards relevant to health protection may be influenced by climate change and environmental degradation currently and in the future.

### ***Health and Care Public Health***

To be able to improve the efficiency, effectiveness, safety, reliability, responsiveness, sustainability and equity of health and care services through applying insights from multiple sources including formal research, health surveillance, needs analysis, service monitoring and evaluation.

### ***Academic public health***

To add an academic perspective to all public health work undertaken. Specifically to be able to critically appraise evidence to inform policy and practice, identify evidence gaps with strategies to address these gaps, undertake research activities of a standard that is publishable in peer-reviewed journals, and demonstrate competence in teaching and learning across all areas of public health practice.

### ***Professional, personal and ethical development***

To be able to shape, pursue actively and evaluate your own personal and professional development, using insight into your own behaviours and attitudes and their impact to modify behaviour and to practise within the framework of the GMC's Good Medical Practice (as used for appraisal and revalidation for consultants in public health) and the UKPHR's Code of Conduct.

***Integration and application of competencies for consultant practice***

To be able to demonstrate the consistent use of sound judgment to select from a range of advanced public health expertise and skills, and to use them effectively, working at senior organisational levels, to deliver improved population health in complex and unpredictable environments.

**SPECIMEN PERSON SPECIFICATION: Amend as appropriate**

**CONSULTANT IN PUBLIC HEALTH /CONSULTANT IN PUBLIC HEALTH MEDICINE**

<LA name>

<b>IMPORTANT: This person specification contains changes introduced in amendments made to the NHS (Appointment of Consultants) Regulations for England, Scotland, Northern Ireland and Wales which came into force during 2005. Further amended in June 2015, and September 2018</b>		
<b>Education/Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
<a href="http://legislation.gov.uk">The National Health Service (Appointment of Consultants) Regulations 1996 (legislation.gov.uk)</a> In line with legislation, inclusion in the GMC Full and Specialist Register with a license to practice/GDC Specialist List or inclusion in the UK Public Health Register (UKPHR) for Public Health Specialists at the point of application.	X	
<i>If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health practice</i>	X	
Public health <b>specialty registrar applicants</b> who are not yet on the GMC Specialist Register, UKPHR register or GDC Specialist List in dental public health <b>must provide verifiable signed documentary evidence that they are within 6 months</b> of gaining entry to a register at the date of interview	X	
If an applicant is UK trained in Public Health, they must ALSO be a holder of a Certificate of Completion of Training (CCT), or be within six months of award of CCT by date of interview. If an applicant is non-UK trained, they will be required to show evidence of equivalence to the UK CCT [see shortlisting notes below for additional guidance]	X	
Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body	X	
MFPH by examination, by exemption or by assessment, or equivalent	X	
Masters in Public Health or equivalent		X
<b>Personal qualities</b>		
Able to influence senior members including directors and CEOs	X	
Able to both lead teams and to able to contribute effectively in teams led by junior colleagues	X	
Commitment to work within a political system irrespective of personal political affiliations	X	
<b>Experience</b>		
Delivery of successful change management programmes across organizational boundaries	X	
Media experience demonstrating delivery of effective health behaviour or health promotion messages		X
Experience of using complex information to explain public health issues to a range of audiences	X	
<b>Skills</b>		
Strategic thinker with proven leadership skills and operational nous	X	
Able to demonstrate and motivate organisations to contribute to improving the public's health and wellbeing through mainstream activities and within resources	X	
Ability to lead and manage the response successfully in unplanned and unforeseen circumstances	X	
Analytical skills able to utilize both qualitative (including health economics) and quantitative information	X	
Ability to design, develop, interpret and implement strategies and policies	X	
<b>Knowledge</b>		
In depth understanding of the health and care system and the relationships with both local national government	X	
In depth knowledge of methods of developing clinical quality assurance, quality improvement, evaluations and evidence based public health practice	X	
Strong and demonstrable understanding of interfaces between health, social care and key partners (dealing with wider determinants of health)	X	
Understanding of the public sector duty and the inequality duty and their application to public health practice	X	

## Shortlisting notes

### 1. Applicants in training grades

#### 1.1 *Medical and dental applicants*

All medical/dental applicants must have Full and Specialist registration (with a license to practice) with the General Medical Council or General Dental Council (GMC/GDC) **or be eligible for registration within six months of interview**. Once a candidate is a holder of the Certificate of Completion of Training (CCT), registration with the relevant register is guaranteed.

Applicants that are UK trained must ALSO be a holder of a Certificate of Completion of Training (CCT) **or be within six months of award of CCT** by date of interview demonstrated by a letter from their Training Programme Director (TPD).

#### 1.2 *Non-Medical Applicants in training programme*

All non-medical applicants must be registered with the UKPHR or be within six months of registration at the date of the interview. Applicants must provide proof (letter of confirmation from their TPD or the CCT) at interview.

### 2. Applicants in non-training grades

Applicants that are non-UK trained, will be required to show evidence of equivalence to the UK CCT.

Applicants from a medical background will be expected to have gained full specialist registration with the GMC through the Certificate of Eligibility for Specialist Registration (CESR) route.

Applicants from a background other than medicine are expected to have gained full specialist registration with the UKPHR at the point of application.

**Employers are advised that individuals should not take up consultant in public health posts (including DPH posts) until such point as they have gained entry to the GMC Specialist Register/GDC Specialist List in dental public health/UK Public Health (Specialist) Register. Although applicants will be able to provide documentary evidence that an application is in progress, no guarantee can be made as to the outcome of an application to the GMC/GDC/UKPHR specialist registers. The exception to this is when the candidate holds the CCT.**

**The above guidance applies to applications for both general and defined specialist registration with the UKPHR. Individuals with defined specialist registration are eligible for consideration for shortlisting for, and appointment to, consultant posts including those at DPH level. In all appointments, employers will wish to ensure that an applicant's areas of competence meet those required in the person specification.**

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## GENERAL CONDITIONS

**Local authority employers should add the following as appropriate to their policies and procedures.**

### **Terms and conditions of service**

Authorities may:

- (a) Use health service medical and dental contracts for all applicants
- (b) Use health service medical and dental consultant contracts for doctors and dentists and Agenda for Change contracts for other specialists (but this is not recommended after the introduction of statutory registration).
- (c) Use local authority conditions modified to reflect professional obligations

### **On call arrangements**

The post-holder may be expected to be on call for health protection and public health and to participate in the communicable disease and environmental hazards control and emergency planning arrangements for WCC. Suitable training will be provided for those who need it in discussion with the UK Health Security Agency. The post holder should be trained in EPRR and be able to support their organisation's responsibilities as a Cat 1 responder (including participation in STAC or other rotas depending on local arrangements).

### **Indemnity**

As the post-holder will only be indemnified for duties undertaken on behalf of WCC the post-holder is strongly advised to ensure that he/she has appropriate professional defence organisation cover for duties outside the scope of the WCC and for private activity within WCC. For on call duties provided to other organisations as part of cross cover out of hours arrangements the WCC has confirmed that those organisations will provide indemnity for the post-holder. These arrangements may differ across the four countries.

### **Flexibility**

The post-holder may, with their agreement - which should not reasonably be withheld - be required to undertake other duties which fall within the grading of the post to meet the needs of this new and developing service. The employing organisation is currently working in a climate of great change. It is therefore expected that all staff will develop flexible working practices both within any relevant local public health networks and at other organisational levels as appropriate, to be able to meet the challenges and opportunities of working in public health within the new and existing structures.

### **Confidentiality**

A consultant has an obligation not to disclose (other than in accordance with GMC guidelines) any information of a confidential nature concerning patients, employees, contractors or the confidential business of the organisation.

### **Public Interest Disclosure**

Should a consultant have cause for genuine concern about an issue (including one that would normally be subject to the above paragraph) and believes that disclosure would be in the public interest, he or she has a duty of candour and should have a right to speak out and be afforded statutory protection and should follow local procedures for disclosure of information in the public interest.

### **Data protection**

If required to do so, the post-holder will obtain, process and/or use information held on a computer or word processor in a fair and lawful way. The post-holder will hold data only for the specified

registered purpose and use or disclose data only to authorised persons or organisations as instructed in accordance with the General Data Protection Regulation (GDPR).

### **Health and safety**

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) and its amendments and by food hygiene legislation to ensure that the agreed safety procedures are carried out to maintain a safe condition for employees, patients and visitors.

### **Smoking policy (amend as appropriate)**

The employing organisation has a policy that smoking is not allowed in the workplace.

### **Equal opportunities policy**

It is the aim of the employing organisation to ensure that no job applicant or employee receives less favourable treatment on grounds of gender, religion, race, colour, sexual orientation, nationality, ethnic or national origins or disability or is placed at a disadvantage by conditions or requirements which cannot be shown to be justifiable. To this end, there is an Equal Opportunities Policy in place and it is for each employee to contribute to its success.