

Post Title: Public Health Analyst AA3659

Evaluation: 570 points

Grade: N08

Responsible To: Public Health Intelligence Specialist

Responsible For: N/A

Job Purpose: To provide high quality public health intelligence support to key business processes such as commissioning, system/service re-design, performance management, needs assessment, equity audit, health impact assessment, to enable the effective delivery of the priority outcomes of the Council and the Council's partnerships.

Main Duties: The following list is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

- 1 To collect, analyse, interpret and present very varied and complex public health related intelligence to a wide range of audiences, in ways that are accessible, meaningful and appropriate for use and which take account of confidentiality requirements and statistical robustness.
- 2 To take a lead role for Performance monitoring within the Public Health team, developing and producing both routine and ad hoc reports, co-ordinating the department's responsibility for Statutory reporting in relation to public health performance measures, and working across Directorates to embed public health performance measures into corporate and Directorate reporting arrangements.
- 3 To support the development of the Newcastle Future Needs Assessment (the mechanism by which Newcastle meets its statutory responsibility in relation to JSNA), through public health intelligence inputs including: sourcing, analysing and presenting data on the determinants of health, patterns of disease and mortality; the provision of analytical and statistical advice; and contributing to the specification and development of reporting tools.
- 4 To enable access to a wide range of public health data/information sources and advise on the availability and interpretation of public health related data, suggesting where they are appropriate to be used.
- 5 To design and adapt information systems and datasets concerning public health, in conjunction with partner organisations as appropriate, to reflect the information and intelligence needs of the Council and its partnerships.
- 6 To liaise with a wide range of data providers (e.g., Public Health England, service providers, Health and Social Care Information Centre, North of England Commissioning Support Unit), to secure access to datasets for both ad hoc projects and routine monitoring requirements.

- 7 To co-ordinate the receipt, and validation of data sets from various sources, identifying data problems and proposing solutions.
- 8 In conjunction with the Public Health Specialists, undertake literature searches and critically appraise the evidence to support commissioning strategies and plans, programme and project development, and evaluations.
- 9 To lead on discrete public health intelligence projects, such as carrying out equity audits, undertaking inequalities monitoring, developing profiles in collaboration with Clinical Commissioning Groups, and analysing research data to meet current priorities and initiatives.
- 10 To support others (e.g., public health trainees) in the Public Health team in the production of analysis through training and advice.
- 11 To contribute to the development and maintenance of the content of the public health webpages on the Council's website.
- 12 To ensure that the security of IT systems and the confidentiality of personal data are maintained at all times in line with relevant organisational policies.
- 13 To keep up-to-date with emerging developments in relation to public health intelligence, advising senior officers, members and partners of these and developing and refining approaches accordingly.
- 14 To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.