|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| [Stockton-on-Tees Borough Council](https://www.stockton.gov.uk/) | | | | | JOB DESCRIPTION | |
| **Directorate:**  **Adults and Health** | | | | | **Service Area:**  Public Health | |
| **JOB TITLE: Strategic Health and Wellbeing Manager** | | | | | | |
| **GRADE: O** | | | | | | |
| **REPORTING TO: Consultant in Public Health** | | | | | | |
| **1.** | **JOB SUMMARY:**  The post-holder is the public health specialist lead for developing, implementing, performance managing and evaluating a range of evidence based public health strategies, programmes and services to improve health outcomes and reduce health inequalities in Stockton-on-Tees.  Priorities include working across directorates to support the creation of healthy places and environments through the development of strategic frameworks and embedding of policies and interventions which impact on health outcomes and reduce health inequalities.  The post-holder is the strategic lead for a range of programmes including workplace health, physical activity, obesity and healthy places.  The post-holder works collaboratively with a broad range of internal and external stakeholders across the borough, Teesside and the North East public health system. The post holder also undertakes other leadership roles within the public health team as required, in particular leading on developing a local asset and community based approach to healthy places.  The post-holder manages members of the public health team and supports the director and consultant in public health in their roles, as well as supporting the broader objectives of public health and the council. | | | | | |
| **2.** | **MAIN RESPONSIBILITIES AND REQUIREMENTS** | | | | | |
|  | 1. | Lead, co-ordinate and manage the strategic work of the Public Health team to achieve health and wellbeing outcomes across the Borough, including the leadership and development of an agreed range of priority areas, Public Health strategies and programmes through working with stakeholders | | | | |
|  | 2. | Provide leadership and key support to the delivery and monitoring of the Joint Health and Wellbeing Strategy, linking closely with other services and plans particularly the Council Plan. | | | | |
|  | 3. | Engage with a range of stakeholders, organisations and individuals across sectors and in a range of settings to influence and oversee the implementation and delivery of interdisciplinary and/or inter-agency strategic plans and programmes, to improve health and wellbeing and address health inequalities | | | | |
|  | 5 | Support the delivery of the corporate operating model through the implementation of transferable Public Health skills and lead on the health and wellbeing element of the model within the Council | | | | |
|  | 6 | Provide professional advice and guidance to members of the Public Health Team, other Council officers, Elected Members and other stakeholders in relation to evidence-based Public Health strategies and programmes | | | | |
|  | 7 | Lead on taking a population approach to improving the health and wellbeing of the community through a range of interventions according to need through strategic influence and policy-making across partners, embedding healthy setting approaches, changing professional culture and practice to enable focus on prevention, influencing for a shift in focus and resource towards prevention | | | | |
|  | 4 | Support the Health and Wellbeing Board in the development and implementation of a whole systems approach to create healthy places and communities | | | | |
|  | 8 | Provide Public health leadership to the commissioning of Public Health services and Public Health input to the commissioning of other relevant services | | | | |
|  | 9 | Contribute to and, where appropriate, lead on the development of cross-border and regional Public Health initiatives | | | | |
|  | 10 | Provide key strategic support to the Director of Public Health and Consultant in Public Health, deputising where appropriate | | | | |
|  | 11 | Lead change management work to support continuous improvements in health and wellbeing for the population and deliver better outcomes, quality and value | | | | |
|  | 12 | Analyse, use and interpret Public health intelligence to inform strategy and policy development and evaluate effectiveness of approaches and interventions | | | | |
|  | 13 | Lead the evaluation of the approach to key health and wellbeing work areas and the effectiveness of the health and wellbeing system in addressing these areas, in partnership with other key services and organisations, developing implementation in line with changing needs and expected outcomes | | | | |
|  | 14 | Directly manage assigned staff and provide strategic direction and support to the Public Health team’s work, ensuring that quality, performance, service and financial objectives are achieved | | | | |
|  | 15 | Directly manage assigned programme budgets ensuring robust financial management and influence and shape investment of the wider public health budget to maximise health and wellbeing outcomes. | | | | |
|  | 16 | Contribute to regional and national Public Health evidence base through the sharing of best practice and ‘what works’ | | | | |
|  | 17 | Work with Public Health England and Public Health networks at regional and national level | | | | |
|  | 18 | To ensure compliance with the requirements of statute and regulations for this service area. | | | | |
| **3.** | **GENERAL** | | | | | |
| **Job Evaluation -** This job description has been compiled to inform and evaluate the grade using the NJC Job Evaluation scheme as adopted by Stockton Council. | | | | | | |
| **Other Duties -** The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder. | | | | | | |
| **Workforce Culture and supporting behaviours and Code of Conduct –** The post holder is required to carry out the duties in accordance with Workforce Culture and supporting behaviours, code of conduct, professional standards and promote equality and diversity in the workplace.  **Shaping a Brighter Future –** The post holder will embrace the Council’s “Shaping a Brighter Future” programme.  **Personal Development** –As defined by the Council’s Culture Statement, all employees will take responsibility for their own development  **Customer Services –** The post holder is required to ensure that all customers both internal and external, receive a consistently high quality level of service, commensurate to the standards required by Stockton on Tees Borough Council.  **Policies and Procedures –** The post holder is required to adhere to all Council Policies and Procedures. | | | | | | |
| **Health and Safety –** The post holder has a responsibility for their own health and safety and is required to carry out the duties in accordance with the Council Health and Safety policies and procedures.  **Safeguarding –** All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Stockton Council’s Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work. | | | | | | |
|  | | | Name: | Signature: | | Date |
| Job Description written by: (Manager) | | | Dr Tanja Braun |  | | 6th April 2020 |
| Job Description agreed by: (Post holder) | | | ….................………… | ….................……… | | …............... |

**Job Description dated: April 2021**

[Stockton-on-Tees Borough Council](https://www.stockton.gov.uk/)

**PERSON SPECIFICATION**

|  |  |  |
| --- | --- | --- |
| Job Title/Grade | **Strategic Health and Wellbeing Manager / Grade O** |  |
| Directorate / Service Area | **Adults and Health / Public Health** |  |
| Post Ref: |  | |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **ESSENTIAL** | **DESIRABLE** | **MEANS OF ASSESSMENT** |
| Qualifications | * Education to degree level or the equivalent directly relevant academic/work experience * Evidence of continuing professional development in Public Health * A relevant professional Public Health qualification e.g. Certificate/ Master in Public Health or recent suitable alternative experience | * Public Health Practitioner registration * Advanced Public Health Practitioner registration | Application form |
| Experience | Significant demonstrable experience of:   * Leading work at strategic level in a Public Health field, including translating policy into practice to maximise health and wellbeing outcomes and reduce health inequalities * Using a wide range of specialist / technical Public Health skills e.g. health needs assessment, critical review and use of evidence base, evaluation, analysis and interpretation of Public Health intelligence * Working across the health and wellbeing system and in complex political environments to achieve Public Health outcomes * Delivering a change agenda and promoting cultural change, including scoping options for improvements to services and demonstrating outcomes * Experience of project management and implementation * Public Health oversight of and input to the commissioning, contract management and performance monitoring of services; and the design, implementation and monitoring of pathways of care * Experience of managing a Public Health team/ staff and performance management in relation to teams and work areas |  | Application and Interview |
| Knowledge & Skills | * Strong Public Health leadership skills and understanding of current issues facing public health and local government * In-depth knowledge of key Public Health theories, evidence and practice relating to the healthy places agenda including community assets based approaches * Ability to identify strategic opportunities and levers to design systems and programmes and to shape and deliver Public Health strategies, services and programmes accordingly in a political environment * Possess the full range of key Public Health specialist skills, including critical appraisal of evidence base, use of epidemiology and health economics information, health needs assessment, health impact assessment, * Strong skills in interpretation of national guidance and policy into local practice, consultation and engagement, options appraisal, service redesign, service review and evaluation of services * Ability to capture, interrogate, analyse and interpret complex Public Health data and information from a range of sources and use it effectively to inform service and intervention priorities and improvements * Ability to communicate evidence based practice, complex information and data / intelligence to a varied audience including communities * Strong influencing, negotiating and diplomacy skills across teams and partner organisations * Ability to ensure value for money principles are maintained in planning of Public Health interventions and services including ability to manage and control budgets * Excellent organisation and time management skills and ability to produce work of high quality to tight timescales and to prioritise work areas for the team and delegate as appropriate * Well-developed computer skills with proficiency of Microsoft Office packages including Word, Excel, Access, Outlook etc. |  | Application and Interview |
| Specific behaviours relevant to the post | * Highly motivated with a passion and enthusiasm to lead * Ability to work within and across teams as well as the ability to prioritise own workload and work on own initiative, independently and to deadlines * Ability to communicate both orally and in writing with a wide range of people and organisations * Personal demeanour and credibility, which inspires confidence and motivates colleagues |  | Application and Interview |
| Other requirements | |  | | --- | | * Due to the role requiring travel between venues across the borough and outside the borough, a full driving licence and access to a motor vehicle is recommended for this role * Ability to flexibly work from home as required by corporate guidance for office working during the pandemic * Must be able to vary working hours to incorporate evening and weekend work/ meetings as required | |  | Application |

**Person Specification dated: April 2021**