# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# JOB TITLE: Health Improvement Specialist

# DEPARTMENT: Adult Social Care and Health

# LOCATION: Lewes

# GRADE: [Local Managerial Grade 1](https://new.eastsussex.gov.uk/jobs/benefits/local-managerial-grades)

**RESPONSIBLE TO:** Health Improvement Principle, Best Start and Mental Health, Public Health

# Purpose of the Role:

To develop, deliver and/or commission health improvement interventions and services in defined areas of work. To lead on commissioning specific health improvement services as agreed.

# Key tasks:

1. Respond to national and local initiatives, best practice and innovation in order to develop new policy, practice, strategies and procedures for improving health in East Sussex and translating evidence into local interventions.
2. Develop and implement key Health improvement programmes with a particular responsibility.
3. Develop strategic commissioning plans and frameworks for defined areas, as required.
4. Be self-sufficient in technical/professional health improvement practice with broad and deep understanding of the concepts and principals of specialist health improvement and apply this knowledge to commissioning health improvement services and developing health improvement policy.
5. Plan and organise health improvement interventions ensuring they are aligned to or embedded in other functions taking into account short- and long-term implications and effect.
6. Develop and deliver plans, approaches and strategies to motivate and support others, including individuals and organisations to change their behaviour to contribute to improving their own or others health.
7. Analyse information from a range of sources to develop solutions to problems and address barriers to improving health, including identifying creative solutions to addressing barriers.
8. Develop policies and plans for improving health in defined area of work, interpreting and analysing national policy, legislation and guidance to ensure that health improvement plans, strategies and interventions are effective in improving the health of the local population.
9. Undertake evidence reviews and evaluations of health improvement interventions in areas of work and make recommendations on their effectiveness
10. Proactively identify good practice in health improvement across the system and organisations and support partners to understand the evidence of effective interventions and enable them to adopt evidenced based approaches, to work they undertake to improve health and support partners to implement best practice.
11. Lead on developing capacity and capability in partners organisations to improve health e.g. by developing and delivering/commissioning health improvement training.
12. Act as lead health improvement specialist and provide expert health improvement advice and support in defined areas of work, representing Public Health at strategic meetings and maintaining relationships with partners to ensure the reputation of the public health department and the county council is sustained and improved.
13. Manage involvement of partner organisations and local communities in consultation activities in defined areas of work.
14. Undertake social marketing campaigns in areas of work
15. Apply consistently the principles of Equal Opportunities, as embodied in the County Council’s policies and practices throughout the duties outlined above.
16. Undertake any other tasks commensurate with the grading of the post.

This job description sets out the duties of the post at the time when it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

# EAST SUSSEX COUNTY COUNCIL PERSON SPECIFICATION

# Essential key skills and abilities

|  |
| --- |
| These criteria will be assessed at the application and interview stage  |
| * Able to translate assessment of need into strategic commissioning plans
* Able to undertake all aspects of commissioning health improvement
* Able to monitor health improvement contracts
* Excellent written and verbal communication skills including presentation and report writing skills
* Ability to translate national and local health improvement policy into practice
* Ability to develop health improvement interventions for a range of sectors, settings and groups
* Able to plan and organise health improvement interventions over the short-, medium- and long-term taking account of the impact of these interventions on other council departments and partner organisations
* Able to work across organisations with staff at various levels
* Able to regularly apply highly developed influencing and persuasion skills to motivate and change the behaviour of individuals, groups and organisations to achieve health improvement outcomes
* Able to critically appraise and analyse, interpret and evaluate evidence and information of different types and from different sources to develop health improvement interventions and solve problems
* Able to develop and/or contribute to the development of policies and plans for defined area(s) of specialised health improvement
* Able to facilitate and support others including other departments and organisations to utilise their own resources to contribute to health improvement outcomes
* Ability to work to deadlines and manage a diverse workload.
* Commitment to addressing health inequalities and social inclusion.
* Ability to work in complex environments and organisations with numerous priorities from different directions at any given time.
* Able to think laterally and present innovative and feasible solutions
 |

# Essential education and qualifications

|  |
| --- |
| These criteria will be evidenced via certificates, or at interview  |
| * Masters in Public Health/Health promotion or equivalent knowledge and experience
* Evidence of continuing professional development
 |

# Desirable education and qualifications

|  |
| --- |
| These criteria will be evidenced via certificates, or at interview  |
| * Registered/working towards inclusion on the UKPHR at an appropriate level
 |

# Essential knowledge

|  |
| --- |
| These criteria will be assessed at the application and interview stage  |
| * In depth specialist health improvement/health promotion knowledge (health promotion practice, critical appraisal, community development, health promotion theory, epidemiology, research methods, evaluation, behaviour change etc) to NQF level 7
* Knowledge of current national NHS and public health related policies and strategies and the functioning of the NHS and local authorities
* Knowledge of the role and contribution voluntary and independent sector to improving health in communities
* In depth knowledge of the application of the evidence base for public health and health promotion practice.
* Understanding of commissioning and planning processes and budget management
* Good standard of IT skills (principally Microsoft office
* functions)
* Excel, Word, PowerPoint
 |

# Essential experience

|  |
| --- |
| These criteria will be assessed at the application and interview stage  |
| * Substantial and sustained experience of strategy development, implementation and evaluation of health improvement programmes
* Substantial and sustained experience of delivering health improvement in a multidisciplinary/multi agency environment
 |

# Desirable experience

|  |
| --- |
| These criteria will be assessed at the application and interview stage  |
| * Experience of managing contracts for health improvement services
 |

# Other essential criteria

|  |
| --- |
| These criteria will be assessed at the application and interview stage |
| * Ability to meet the travel requirements of the role.
 |

**Date (drawn up): modified April 2022**

**Name of Officer(s) drawing up person specifications:**

**Job Evaluation Reference: 12164**

Health & Safety Functions

This section is to make you aware of any health & safety related functions you may be expected to either perform or to which may be exposed in relation to the post you are applying for. This information will help you if successful in your application identify any health-related condition which may impact on your ability to perform the job role, enabling us to support you in your employment by way of reasonable adjustments or workplace support.

| **Function** | **Applicable to role**  |
| --- | --- |
| Using display screen equipment  | Yes |
| Working with children/vulnerable adults | No |
| Moving & handling operations | No |
| Occupational Driving | No |
| Lone Working | No |
| Working at height | No |
| Shift / night work | No |
| Working with hazardous substances | No |
| Using power tools | No |
| Exposure to noise and /or vibration | No |
| Food handling | No |
| Exposure to blood /body fluids | No |