

CITY OF BRADFORD METROPOLITAN DISTRICT COUNCIL JOB PROFILE

DEPARTMENT: Health and Wellbeing	SERVICE GROUP: Public Health
POST TITLE: Public Health Advanced Practitioner (CYP Voice and Influence)	REPORTS TO: Public Health Specialist
GRADE: PO2	SAP POSITION NUMBER : 50199965

The following information is furnished to help Council staff and those people considering joining the City of Bradford Metropolitan District Council to understand and appreciate the general work content of their post and the role they are to play in the organisation. The duties and responsibilities highlighted in this Job Profile are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis. For posts where employees speak directly to members of the Public the post holder is required to demonstrate their ability to speak fluently in English.

As a candidate you will be expected to demonstrate your ability to meet the special knowledge, experience and qualifications required for the role by providing evidence in the application form for the purpose of shortlisting. Applicants with disabilities are only required to meet the essential special knowledge requirements shown by a cross in the end column of this section.

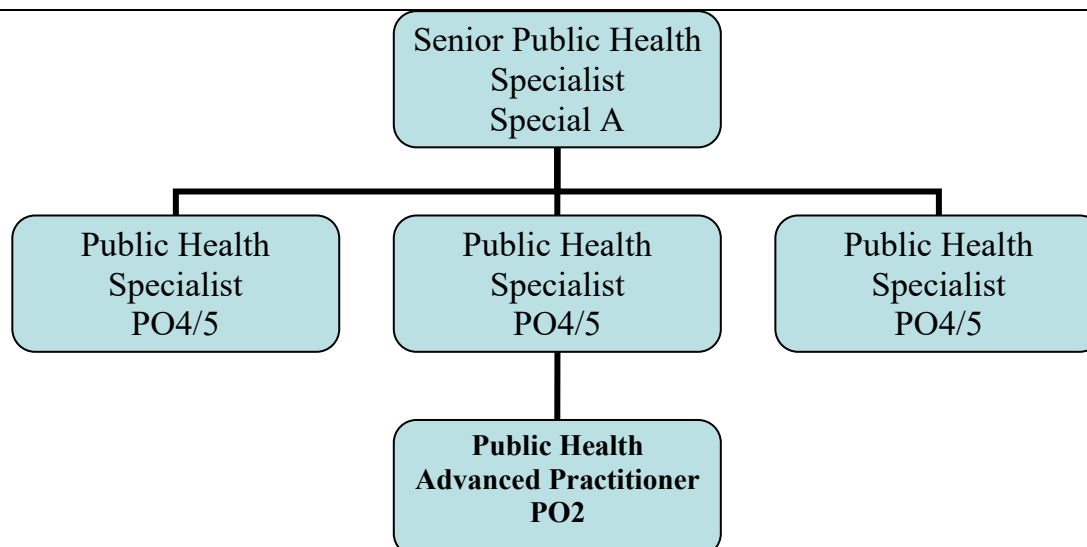
The employee competencies are the minimum standard of behaviour expected by the Council of all its employees and the management competencies outlined are those relevant for a post operating at this level within our organisation.

Both sets of competencies will be used at interview stage and will not be used for short listing purposes. **Please see the separate guidance information on how to complete the form located on Bradnet.**

Key Purpose of Post: Max 3
The post holder will contribute to key public health outcomes through the management of workstreams and projects within a portfolio of priority health programmes, with a specific focus on the voice and influence of Children and Young People. Working at both strategic and operational levels, they will coordinate and lead workstreams and projects using and developing appropriate systems and processes to achieve agreed outcomes. They will work in collaboration with colleagues to ensure public health is central to all Bradford commissioning activity and will contribute to developing public health capacity and capability within a range of local organisations and settings.
Main Responsibilities of Post: Max 15
<ul style="list-style-type: none"> Contribute to effective commissioning and service redesign (needs assessment, prioritising, planning, development, implementation and evaluation of services, programmes and interventions) for better health outcomes across sector and organisations, with a particular emphasis on reducing inequalities through the embedding of the voice and influence of Children and Young People

- Support the identification, assessment and monitoring of the health needs of people in Bradford and the factors that influence their health and ill health
- Manage, analyse and interpret data and information to inform public health priority setting And the development of key products including the Joint Health and Wellbeing Strategy And Joint Strategic Needs Assessment (JSNA)
- Contribute to health equity audits and health impact assessments of relevant policies and plans of the Council and other partners
- Providing public health advice as appropriate within Bradford Council and to partner Agencies
- Contribute to the development of targets and performance measures for relevant Programmes within and across departments and portfolios, in line with national and local Targets, to ensure strategies and interdependent programmes incorporate consistent health Improvement and inequality targets and metrics
- Managing successful change through evidence based approaches including project change and performance management, ensuring where appropriate effective engagement of key stakeholders and the public throughout the process
- Contribute to the effective management of programme resources, including where appropriate workstream and project budgets and staff management responsibilities relevant to the specific programmes within the portfolio
- Promote and facilitate joint working and collaboration and collaboration across Bradford Council and between partner agencies and relevant programmes.
- Ensure multi agency groups and networks across settings and sectors are actively utilised In programme development and delivery.
- Ensure the use of appropriate methods to engage key target groups and communities to identify priorities and develop solutions
- Facilitate the provision of development programmes (including the delivery of public health Training programmes as appropriate) to achieve the identified public health capability of Relevant staff/volunteers across settings and sectors and evaluate effectiveness in delivering that capability.
- Generating insight about target audiences to inform the design and commissioning of interventions
- Using information and deriving intelligence to inform priorities, focus and appropriate Activities and keeping up to date on all area of public health priorities
- Participate in Personal Development Review (PDR), supervision and mandatory training in with Council requirements and/or as part of formal requirements for continued registration with a recognised professional body
- Working with teams and services to coordinate and deliver voice and influence functions to and support children and young people to contribute to service design, delivery and review
- Support CBMDC teams and services to deliver children and young people's voice and influence approaches, activities and events.
- Taking a systems approach to embedding the voice and influence of Children and Young People within research and public health policy and programmes

Structure:

**Special Knowledge Requirement: Essential for shortlisting. Max 10**

- Knowledge of the NHS , local Government and education
- An awareness of the importance of organisational culture and how this can impact on Public Health practice
- A broad understanding of social, economic and environmental factors influencing health
- Understanding of the need to use relevant evidence based interventions to improve health and tackle health inequalities
- Knowledge and understanding of current policies and strategies related to public health
- Knowledge of understanding methods and approaches to support behaviour change
- Knowledge and understanding of managing, analysing and interpretation of information and deriving intelligence
- Understanding of and able to adopt a strategic approach

Applicants with disabilities are only required to meet the essential special knowledge requirements shown by a cross in the end column

	Essential
Due to the Government's Fluency in English Duty for posts where employees speak directly to members of the public the post holder is required to meet the Advanced Threshold level which will be implemented where the post requires a greater level of sensitive interaction with the public,(e.g. in children's centres) – where the person is able to demonstrate that they can during the interview: a) Can express themselves fluently and spontaneously , almost effortlessly b) Only the requirement to explain difficult concepts simply hinders a natural smooth flow of language	X
Carries out the working practices, procedures and basic operations across a specialist area or number of specialist areas	X
Uses knowledge, safe guarding, procedures and regulations, including risk in own area and/or other areas of work relating to children and young people (inc legislation)	X
Uses a range of specialist ICT systems across own work area and or	X

across other areas of work.	
Oversees or contributes to the management of a budget, keeping costs within agreed levels for own section/team	X
Uses, interprets, analyses, communicates complex information.	X
Please add any 5 additional knowledge requirements specific to the post	
- Knowledge and understanding of health improvement relating to children and young people	X
- Knowledge of the role of children and young people voice and influence in relation to reducing health inequalities	X
- Knowledge of approaches and methods of co-production with Children and Young People	X
Facilitation and development of training programmes to support workforce capacity, capability and organisational development	X
Project planning and management including performance monitoring and management, evaluation and reporting on progress and delivery	X
Excellent oral, written and presentation skills	X
Ability to work on own initiative and as part of a team	X

Relevant experience requirement: Essential for shortlisting
The applicant is required to provide evidence of having previously spoken fluently to members of the public in order to meet the Advanced threshold level outlined under Special Knowledge above.
5 years experience of working in a relevant Children and Young People/public health/health improvement role e.g. education, environment and sustainability, public health, nursing, community/youth work.
Experience of working with and facilitating multi-disciplinary, multi-agency teams, building effective partnerships
Experience of stakeholder engagement, specifically Children and Young People
Experience of using a range of effective tools to assess the health needs of a population
Experience of people/relationship management
Experience of managing staff or volunteers
Experience of developing and implementing strategic approaches to reducing health inequalities
Relevant professional qualifications requirement: Essential for shortlisting
First degree relevant to Public health, or evidence of equivalent qualifications or experience
Core Employee competencies at manager level to be used at the interview stage.
Carries Out Performance Management – covers the employees capacity to manage their workload and carry out a number of specific tasks accurately to a high standard.
Communicates Effectively - covers a range of spoken and written communication skills required as a regular feature of the job. It includes exchanging information/building

relationships, giving advice and guidance, counselling, negotiating and persuading and handling private, confidential and sensitive information.
Carries Out Effective Decision Making - covers a range of thinking skills required for taking initiative and independent actions within the scope of the job. It includes planning and organising, self effectiveness and any requirements to quality check work.
Undertakes Structured Problem Solving Activity - covers a range of analytical skills required for gathering, collating and analysing the facts needed to solve problems. It includes creative and critical thinking, developing practical solutions, applying problem solving strategies and managing interpersonal relationships.
Operates with Dignity and Respect - covers treating everyone with respect and dignity, maintains impartiality/fairness with all people, is aware of the barriers people face.

Management Competencies: to be used at the interview stage.		
Operates with Strategic Awareness Our managers work with corporate priorities and policies in a joined up way with others, internally and externally. Works democratically, transparently and accountably.		
Practices Appropriate Leadership Our managers motivate their staff to exceed expectations through raising their awareness of goals and moving them beyond self interest for the sake of the team or service. They consider serving the District in all that they do.		
Delivering Successful Performance Our managers monitor performance of services, teams & individuals against targets & celebrate great performance. They promote the District's vision & work to achieve Council's values & agreed outcomes.		
Applying Project and Programme Management Our manager's work to ensure that outcomes and objectives are achieved within desired timescales, make best use of resources and take a positive approach to contingency planning.		
Developing High Performing People and Teams Our managers coach individuals and teams to achieve their potential and take responsibility for continuous improvement. They champion the Council's values and goals.		
Working Conditions:		
May need to attend evening meetings to discuss specific areas of work or attend some weekend events to promote public health activities and work with Children and Young People		
Special Conditions:		
Enhanced DBS Check needed (Check with HR)		
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Compiled by:	Grade Assessment Date:	Post Grade: