

Kent County Council

Job Description: *Public Health Development Manager, Kent Surrey Sussex*

Directorate: Adults Social Care and Health

Unit/Section: Public Health

Grade: KR11

Responsible to: Consultant in Public Health

Purpose of the Job:

The KSS (Kent, Surrey and Sussex) Public Health Development Manager is a regional role, hosted by Kent County Council. This role will report directly into the KSS School of Public Health as part of the HEE (Health Education England) South East School of Public Health.

The programme of work that this role will undertake will be directly accountable to the School of Public Health.

The regional post will be expected to:

- Provide a high level of expert advice on public health training, education and workforce development.
- Lead a number of public health workforce development programmes in KSS and across the South East.
- Be an active member of the HEE South East School of Public Health team

Main duties and responsibilities:

The key functionalities and results of this role will manage the delivery of the core and wider public health workforce programmes which address KSS locality specific and South East regional priorities in line with HEE mandate deliverables.

This will include:

- Management of the KSS Public Health Practitioner Development budgets and associated resources in line with KCC's budget management protocols. Ensure that spending is aligned with external funding. Negotiating with providers and suppliers, in order to improve the health of the local population and address health inequalities.
- Lead on priority workforce initiatives as part of the HEE South East School of Public Health as outlined in the South East Business Plan. Including overseeing and coordinating public health wider workforce initiatives such as MECC (Making Every Contact Count), Behaviour Change, Public Mental Health, CPD (continuous Professional Development) and other HEE Mandate deliverables.
- Develop and manage a forward-looking programme of training and development across the KSS region's core public health and wider workforces in line with UK Public Health

Registration and Public Health standards in response to the needs of current national policies and guidance.

- Take a lead on the implementation and establishment of a highly regarded HEE KSS School of Public Health including as part of the HEE South East Operating Framework. Offering qualifications and training that considers the most up to date training guidance.
- Working with local Public Health teams to contribute to the KSS Public Health strategic priorities as they arise, including latest government\ guidance. To monitor, review and evaluate the workforce development initiatives.
- Awareness of Data Protection, Freedom of Information and transparency and confidentiality issues. An awareness of and work within national legislation and Cooperate and Directorate policies and procedures relating to Health and Safety.
- Work with the HEE Public Health team to deliver on the HEE Mandate. Working closely as part of the HEE South East Public Health Team.
- Provide leadership and advice across the system and work closely with Public Health Workforce Development Leads across local government Public Health Teams within Kent, Surrey and Sussex.

Using system leadership to understand the role of a complex multi-agency environment, this role will lead on stake holder engagement and manage relationships with a variety of stake holders including:

- Engagement of Higher Education Institutions across the region.
- Local Authority Public Health Teams in KSS
- Public Health England South East
- NHS (Primary Care, Community and Acute Sector)
- Third Sector
- Local Government & Local Government Association
- HEE Teams (i.e. Workforce Transformation, Primary Care Hubs, HEE People Boards)
- KSS ICS

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Kent County Council

Person Specification: *Public Health Development Manager, Kent Surrey Sussex*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none">• Registered UK Public Health (UKPHR) Practitioner (or willing to work towards registration)• Educated to foundation degree/ certificate in higher education or equivalent level of knowledge in a public health related discipline (this is equivalent to educational level 5)• Training/facilitation qualification or relevant demonstrable experience• Project management training and/or qualification or equivalent• Willingness to work towards an APM PMQ qualification
EXPERIENCE	<ul style="list-style-type: none">• High level of experience of developing and facilitating training to a variety of audiences• Experience of project managing training programmes from development, commissioning to delivery to evaluation• Experience of capacity building and network development• Experience of developing evaluation methodologies to measure training programmes• Experience of establishing and managing quality assurance processes for training and education• Extensive experience in Project Management
SKILLS AND ABILITIES	<ul style="list-style-type: none">• Facilitation and training skills• High level of written, oral and presentation skills• Project/programme management skills• Leading on resolving complex decisions and understand the wider impact of these• Interpreting policy and strategies providing recommendations on how this impacts on workforce development for KSS and wider• Working across organisational and regional boundaries• Leads on public health workforce development initiatives for KSS region• Establishes and maintains relationships with key stakeholders• Ability to travel across the region• Competent in Microsoft applications• Works on own initiative and as part of a dynamic team• Works within a sub-regional team across the region involving some travel• Works under pressure and to meet deadlines• Commitment to Continuing Professional Development (CPD)• Understanding of equality issues

<p>KNOWLEDGE</p>	<ul style="list-style-type: none"> • Wider knowledge of Public Health delivery • Knowledge of determinants of health, health inequalities and key public health policies • Working knowledge of establishing and managing public health training, education and workforce development • Knowledge of organisational and workforce development
<p>KENT VALUES AND CULTURAL ATTRIBUTES</p>	<p>Kent Values:</p> <ul style="list-style-type: none"> • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile</p> <p>Curious - constantly learning and evolving</p> <p>Compassionate and Inclusive - compassionate, understanding and respectful to all</p> <p>Working Together - building and delivering for the best interests of Kent</p> <p>Empowering - Our people take accountability for their decisions and actions</p> <p>Externally Focused - Residents, families and communities at the heart of decision making</p>