

# Kent County Council

## Job Description: Deputy Director of Public Health

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<b>Job Title</b>	Deputy Director of Public Health
<b>Directorate:</b>	Adult Social Care and Health
<b>Unit/Section:</b>	Public Health
<b>Grade:</b>	KR16 (£80,126 - £100,684)
<b>Responsible to:</b>	Director of Public Health

### **Purpose of the Job:**

On behalf of KCC, the postholder working with the Director of Public Health improving the health and wellbeing of residents, reducing inequalities in health outcomes and protecting local communities from public health hazards (infectious diseases and environmental threats). The postholder will contribute to public health priorities, working with the Director of Public Health in the leadership of public health, and the delivery of public health improvement, health protection and health intelligence in Kent and the discharge of local authority public health functions. The postholder will be specifically responsible for the portfolio areas of Health Protection and Wider Determinants: Health Protection, Planning and Licensing, Environment (built, green, blue), Leisure and Culture, Air Pollution, Climate Change and Economic Development.

The postholder will formally deputise for the Director of Public Health and lead the group of Public Health Consultants to ensure the planning work required for effective commissioning (by both Clinical Commissioning Group and local authority public health) is aligned and delivered.

### **Main duties and responsibilities:**

- Responsible for development, implementation and delivery of national, regional and local policies, developing inter-agency and interdisciplinary strategic plans and programmes, with delegated organisational authority to deliver key public health targets.
- Provide expert public health advice and leadership to support and inform an evidence-based approach within ethical frameworks for commissioning and developing high quality equitable services, across primary, secondary and social care, and across sectors including local authorities, voluntary organisations, etc.
- Develop and utilise information and intelligence systems to underpin public health action across disciplines and organisations, leading collation and interpretation of relevant data.
- The postholder will be expected to participate in the KCC staff and professional appraisal scheme and department audits and ensure appraisal and development of any staff for which he or she is responsible and be accountable for the management of staffing resources and department budgets.

- Contribute to the training of Specialty registrars in Public Health, support delivery of local Public Health training such as Public Health practitioner and Public Health Champions.
- The postholder will act as an authorised signatory, and as the delegated portfolio budget holder will monitor and contribute to the formulation of department/service budgets and financial initiatives.
- Deliver to agreed budget and income targets.
- Undertake research or audit and translate research findings into Public Health practice.
- Actively contribute to the training programme for Foundation Year Doctors/SHOs/Specialist Registrars in Public Health Medicine and Public Health Specialist Trainees as appropriate, and to the training of practitioners and primary care professionals within the locality.
- Any other responsibilities and requirements that may arise according to the business requirements of the department and Council, as determined by the DPH.

### **Corporate responsibilities:**

#### **Whole Council**

- Seek to improve the lives of residents in Kent
- Act as corporate parent to the Council's looked after children
- Take an active role in promoting and ensuring the Council's responsibilities for safeguarding are met
- Understand, communicate and contribute to the delivery of KCC's strategic aims
- Meet statutory obligations
- Advise elected members and support the democratic process
- Promote the Council brand and enhance the overall reputation of the Council
- Understand and monitor the measures of performance, including customer insight, which define successful outcomes for KCC services.

#### **Integration of Services**

- Focus resources where they have the biggest impact
- Deliver services that are flexible and adaptable
- Integrate services within KCC and work with partner agencies to ensure a seamless customer experience
- Fully and inclusively engage all staff in the delivery of services, demonstrating the Council's leadership values and competencies.

#### **Embedding Commissioning and Engaging relevant markets**

- Establish an outcome focused organisation
- Meet the financial regulations and standing orders of KCC

- Challenge the status quo
- Ensure all services are delivered with appropriate reference to the market
- Proactively and continuously seek to improve service delivery
- Proactively manage risk to avoid inertia whilst not exposing the Council to needless and avoidable challenge or loss
- Overcome professional and service silos to achieve the County Council's objectives.

## **Managing Change**

- Understand and support the Authority's overall change agenda
- Deliver required outcomes of service specific change on time and to budget
- Understand the quality of staff, support their development, nurture those with talent.
- Identify the skills for the future and the level of staff through robust workforce planning.
- Contribute to the public health 'core offer' to the Kent and Medway Clinical Commissioning Group
- Pursue a programme of CPD/ CME, in accordance with Faculty of Public Health requirements, or other recognised body, and undertake revalidation, audit or other measures required to remain on the GMC/GDC Specialist Register or the UK Public Health Register or other specialist register as appropriate.

**NB.** Medically qualified members of the Public Health Team are expected to play certain roles in medical leadership, in relationships with the medical profession and in bringing a medical perspective to public health advice. A medically qualified holder of this post would be expected to share these roles with other medically qualified members of the team. The same will be expected for other professional qualifications

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: Deputy Director of Public Health**

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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.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	<p>Inclusion in the GMC Specialist Registrar/GDC Specialist List or UK Voluntary Registrar for Public Health Specialist (UKVR). Verifiable signed evidence of being within 6 months of gaining entry or evidence of having applied is required.</p> <p>Must have an up to date CPD in accordance the Faculty of Public or othe recognised body.</p> <p>Masters in Public Health</p> <p>Member of the Faculty of Public Health</p>
<b>EXPERIENCE</b>	<p>If included in the GMC/GDC speciallist Registrar in a speciality other than Public Health medicine/dental public health, equivalent training and or appropriate experience of public health medicine practice is required.</p> <p>Significant experience of public health practice at a senior level.</p> <p>Experience of managing, training and mentoring staff.</p> <p>Practical experience of facilitating change.</p>
<b>SKILLS AND ABILITIES</b>	<p>Stong commitment to public health principles.</p> <p>Strategic thinker with proven leadership skills.</p> <p>Excellent oral and written communication skills (including dealing with the media and presentation of papers and conferences and seminars).</p> <p>Effective interpersonal, motivational and influencing skills.</p> <p>Ability to prioritise work and work to a project management methodology.</p> <p>Ability to work effectively and respond appropriately in unforeseen circumstances in a climate of change and uncertainty.</p> <p>Negotaiton skills, with a practical expectation of what can be achieved.</p> <p>Excellent numeracy skills, with highly developed analytical skills using qualitative and quantitative data.</p> <p>Computer literate.</p>

	<p>Resource management skills.</p> <p>Ability to design, develop, interpret and implement policies.</p> <p>Able to adapt to different situation and work with people of all capabilities and attitudes.</p> <p>Commitment to team working with respect and consideration for the skills of others.</p> <p>Self-motivated, pro active and innovative.</p> <p>High standards of professional probity.</p> <p>Budget management skills.</p>
<b>KNOWLEDGE</b>	<p>High level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation.</p> <p>Knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health practice.</p> <p>Understanding of social and political environment.</p> <p>Understanding of local authorities and social services.</p>
<b>BEHAVIOURS AND KENT VALUES</b>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>• We are <b>brave</b>. We do the right thing, we accept and offer challenge</li> <li>• We are <b>curious</b> to innovate and improve</li> <li>• We are <b>compassionate</b>, understanding and respectful to all</li> <li>• We are <b>strong together</b> by sharing knowledge</li> <li>• We are all <b>responsible</b> for the difference we make</li> </ul> <p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p> <p><b>Empowering</b> - Our people take accountability for their decisions and actions</p> <p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p>

**IMPORTANT: This person specification contains changes introduced in amendments made to the NHS (Appointment of Consultants) Regulations for England, Scotland, Northern Ireland and Wales which came into force during 2005.**

<b>Education/Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
Inclusion in the GMC Specialist Register/GDC Specialist List/UK Public Health Register (UKPHR) for Public Health Specialists	X	
If included in the GMC Specialist Register/GDC Specialist List in a specialty other than public health medicine/dental public health, candidates must have equivalent training and/or appropriate experience of public health medicine practice	X	
Public health specialty registrar applicants who are not yet on the GMC Specialist Register/GDC Specialist List in dental public health/UKPHR must provide verifiable signed documentary evidence that they are within 6 months of gaining entry at the date of interview; all other applicants must provide verifiable signed documentary evidence that they have applied for inclusion in the GMC/GDC/UKPHR specialist registers <i>[see shortlisting notes below for additional guidance]</i>	X	
Applicants must meet minimum CPD requirements (i.e. be up to date) in accordance with Faculty of Public Health requirements or other recognised body	X	
MFPH by examination, by exemption or by assessment		X
<b>Personal qualities</b>		
Strong commitment to public health principles	X	
Able to prioritise work, and work well against a background of change and uncertainty	X	
Adaptable to situations, able to handle people of all capabilities and attitudes	X	
Commitment to team-working, and respect and consideration for the skills of others	X	
Self-motivated, pro-active, and innovative	X	
High standards of professional probity	X	
<b>Experience</b>		
Project management skills	X	
Staff management and training	X	
Practical experience in facilitating change	X	
Budget management skills	X	
Training and mentoring skills		X

Scientific publications, presentation of papers at conferences, seminars etc		X
<b>Skills</b>		
Strategic thinker with proven leadership skills	X	
Excellent oral and written communication skills (including dealing with the media)	X	
Effective interpersonal, motivational and influencing skills	X	
Ability to respond appropriately in unplanned and unforeseen circumstances	X	
Good presentational skills (oral and written)	X	
Sensible negotiator with practical expectation of what can be achieved	X	
Substantially numerate, with highly developed analytical skills using qualitative and quantitative data	X	
Computer literate	X	
Ability to design, develop, interpret and implement policies	X	
Ability to concentrate for long periods (e.g. analyses, media presentations)	X	
Resource management skills	X	
<b>Knowledge</b>		
High level of understanding of epidemiology and statistics, public health practice, health promotion, health economics and health care evaluation.	X	
Understanding of NHS and local government cultures, structures and policies	X	
Knowledge of methods of developing clinical quality assurance, quality improvement and evidence based clinical and/or public health practice	X	
Understanding of social and political environment	X	
Understanding of interfaces between health and social care	X	
This position is subject to a criminal records disclosure check	Yes	