

## Role Profile

<b>Job Title:</b>	<b>Public Health Officer</b>
<b>Location:</b>	<b>Colindale, NW9 4EW</b>
<b>Department:</b>	<b>Public Health</b>
<b>Directorate:</b>	<b>Communities, Adults and Health</b>
<b>Grade:</b>	<b>I</b>
<b>Type of Working:</b>	<b>Hybrid</b>
<b>Reports to:</b>	<b>Public Health Strategist</b>

### 1. Job Purpose:

The postholder will provide programme support to of the healthcare public health portfolio within the Live Well, Age Well team. They will work closely with the Public Health Strategist to support the delivery of Healthcare Public Health projects and priorities with focus on equitable access, culturally responsive delivery and improving outcomes for underserved communities in support of strategic priorities including:

- Supporting the delivery of the CVD Prevention Programme
- Contributing to NHS Health Checks and equitable access
- Supporting work on Diabetes Prevention inequalities projects
- Delivery of Making Every Contact Count (MECC) programme
- Supporting work on Dementia and Age Well programmes

The post holder will focus on preventing and identifying long-term conditions, tackling health inequalities and promoting healthy ageing, including areas such as cardiovascular disease, weight management, diabetes, dementia, falls and frailty. This position involves coordinating governance, training, communications and quality improvement, while providing strategic support to partnerships and ensuring the effective, outcome-driven application of Barnet Council's Corporate Plan and the Joint Health and Wellbeing Strategy, helping residents to live well while striving to reduce health inequalities.

### Role Specific Responsibilities

- Supporting the Barnet CVD Prevention Programme by maintaining an effective governance and assurance cycle for the CVD Prevention Health Equity Partnership.
- Contribute to the contract management of Barnet NHS Health Checks, supporting work to improve uptake, address inequalities and strengthen delivery of routine and targeted projects.
- Provide operational oversight for Diabetes Prevention and Dementia, including project management support to inequalities interventions and communication campaigns.
- Provide operational oversight for the Making Every Contact Count (MECC) programme, including coordination of stakeholders, quality improvement projects and training delivery.

- Assist with the planning, development and evaluation of projects within the healthcare public health, Live Well, Age Well portfolio, contributing to evidence gathering, stakeholder engagement and delivery of agreed work programmes.
- Draft and support the development of healthcare public health communication campaigns, including briefings, public messages, internal updates and partner communications.
- Work collaboratively with NHS, council teams, community leaders and other stakeholders to support integrated prevention and health inequalities work.
- Support and deliver evaluations of services, projects, and innovations using mixed methods, reporting findings to drive quality improvement, equity and service development.

## 2. Key accountabilities:

Supporting projects and programmes of work in support of:

- Council Corporate Plan
- The Joint Health and Wellbeing Strategy
- Making Every Contact Count (MECC) Programme and Action Plan
- Dementia Friendly Barnet Recognition Scheme and Action Plan

With a particular focus on prevention and early detection of long-term conditions, healthy aging, Healthcare Public Health and Making Every Contact Count.

## 3. Financial Responsibilities:

To cooperate with and respond to internal audit reviews and implement proper administration of contracts and compliance with financial regulations.

## 4. Health and Safety Responsibilities (choose one option):

As an employee of the London Borough of Barnet, you are required to:

- Abide by Barnet's health and safety policy and associated arrangements
- Complete mandatory health and safety training
- Follow safe systems of work and use devices/guards provided for safety.
- Wear/use personal protection equipment were issued and instructed to do so, including lone working devices.
- Report any Accident/Incidents/Hazards.
- Take care of your own and other's safety, health and wellbeing

## 5. Promotion of Corporate Values

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

Caring / Learning to Improve / Inclusive / Collaboration

## 6. Flexibility

In order to deliver the service effectively, a degree of flexibility is needed and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

## 7. The Council's Commitment to Equality

To deliver the council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the workplace and in the services the council delivers.

### PERSON SPECIFICATION

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<b>Criteria</b>	<b>Essential/Desirable</b>	<b>Assessed by:</b>
<b>Professional Membership/Qualification</b>		
MSc in Public Health or related discipline, or equivalent experience.	Essential	Application
Evidence of continuous professional development in Public Health, Project Management or Health Equity.	Desirable	Application
Formal Project Management qualification (e.g. PRINCE2)	Desirable	Application
<b>Experience &amp; Knowledge</b>		
Demonstrated experience working in Public Health, Health Promotion or related field.	Essential	Application/Interview
Experience in managing projects within a public health, healthcare, or local government setting.	Essential	Application/Interview
Experience working on health prevention and long-term condition programs (e.g. cardiovascular disease, diabetes, dementia or healthy ageing)	Desirable	Application/Interview
Proven track record of working collaboratively with diverse stakeholders, including NHS partners, council teams and community leaders.	Essential	Application/Interview
Strong understanding of core healthcare public health functions including population health, disease	Essential	Application/Interview

prevention, improving outcomes through access and utilisation of effective healthcare interventions and integrated care systems.		
<b>Skill &amp; Ability</b>		
Ability to use a range of communication approaches, written, verbal and visual – to influence decisions, support evidence-based practice and guide actions.	Essential	Application/Interview
Ability to support the interpretation and improvement of population health intelligence to strengthen equitable service delivery.	Essential	Application/Interview
Excellent interpersonal skills to foster strategic partnerships and work effectively across organisational boundaries.	Essential	Application/Interview
Confident in delivering complex presentations, statistical analyses and concepts to non-specialist audiences clearly and effectively.	Desirable	Application/Interview
Excellent written and verbal communication skills with the ability to draft clear reports (e.g. options appraisals, business cases, evaluations) to drive quality improvement and equity.	Essential	Application/Interview
Strong organisational skills with the ability to provide operational oversight for multiple workstreams (e.g. MECC, Diabetes Prevention)	Essential	Application/Interview
Excellent project management skills to monitor progress, engage stakeholders and ensure quality outcomes.	Essential	Application/Interview
Ability to manage and deliver multi agency public health projects work independently and to short deadlines while maintaining high-quality outputs	Essential	Application/Interview
Excellent attention to detail, ensuring accuracy and consistency in all work	Essential	Application/Interview
Interpret and apply national public health guidance in local contexts	Essential	Application/Interview
Promote equality, diversity and inclusion in all aspects of public health practice.	Essential	Application/Interview
Ensure compliance with data protection, confidentiality and information governance standards	Essential	Application/Interview
A strong commitment to tackling health inequalities and promoting culturally responsive delivery	Essential	Application/Interview
Proactive and self-motivated, with the ability to lead operational delivery with strategic oversight from line manager.	Essential	Application/Interview

Adaptable and resilient in dynamic environment, with a focus on outcome-driven application.	Essential	Application/Interview
Demonstrate commitment to continuous professional development and responsiveness to change	Essential	Application/Interview
Support use of AI and digital tools is ethical and safe to enhance project management, data analysis, reporting, stakeholder communication and service improvement in line with council policies.	Desirable	Application/Interview
<b>Values &amp; Behaviours</b>		
<b>Caring</b>		
Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Application/Interview
Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt	Essential	Application/Interview
<b>Learning to Improve</b>		
Agile-I am fully empowered to act within the scope of my role	Essential	Application/Interview
Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can	Essential	Application/Interview
<b>Inclusive</b>		
Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my engagement with others to challenge myself and constructively challenge others	Essential	Application/Interview
Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do.	Essential	Application/Interview
<b>Collaborative</b>		
One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others	Essential	Application/Interview

Caring for **people**, our **places** and the **planet**

Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet	Essential	Application/Interview
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