

Senior Health Improvement Officer / Public Health Officer

Department	Strategic, Policy, Performance and Population	
Section	Public Health	
Reports to	Head of Health Improvement	
JE Ref	SPPP1012	
Grade	CS12	JE Date: 14/11/2021

Job purpose

Develop key area(s) of government policy, strategy and delivery plans, producing evidence-informed, expert advice to senior officials and Ministers to ensure the Island's health and wellbeing objectives are met.

Deliver significant strands of health improvement policy and strategy work with direct impact on Jersey's legal frameworks, public services, public finances and spending, and reputation.

Job specific outcomes

Develop evidence-informed and population needs led health improvement policy, strategy and delivery plans that address Ministerial objectives, the Government's strategic aims, and Jersey's international obligations. Under guidance, apply a structured and engaged process – including policy research, evidence-informed analysis, and public and stakeholder consultation – to ensure that the resulting frameworks are robust and future-orientated.

Ensure that health improvement policy is taken forward into effective preventative practice developing strong working partnerships including with smoking cessation, breast feeding, screening and immunisation to support services in targeting health need, meeting quality standards and promoting practice innovation.

Provide honest, objective and impartial advice to political and executive decision makers on health improvement and once decisions are taken, publicly support and deliver them. Provide accurate and professional briefings, advice, guidance and documentation, and prepare Ministers effectively to respond to States Assembly questions, Scrutiny and Public Accounts Committee hearings, stakeholder meetings and the media. These activities will ensure Ministers are effective in progressing their government agenda and in responding to democratic scrutiny.

Ensure that the policy, planning, delivery and legislative framework(s) in health improvement remain effective and relevant by pro-actively identifying when action is needed. Work closely with partner departments including the Law Officers' Department and Law Draftsmen's Office, so that Jersey policy and law are appropriate, robust and achieve the intended outcomes.

Monitor policy strategy and delivery plans during implementation, gathering insight through health intelligence and needs assessment to enable continuous improvement. Contribute to long-term planning and foresight projects, to inform health improvement policy and strategy formation, and to achieve consistency with legal and international obligations and best practice. Build strong

relationships and networks by representing the Island in inter-jurisdictional activities, when requested.

Draft press releases, develop key messages, and develop and deliver communications plans and strategies. On occasion, represent the government at meetings. Produce timely and accurate responses to complainants, comments and questions, altogether enhancing the transparency of the policy process.

Deliver work in a timely, effective manner, and work in partnership to test the feasibility of policy and strategy options, and plan implementation. Supervise projects and tasks, forecast and monitor public health budgets, prepare business cases and/or coordinate the commissioning and management of consultants and contracts, where requested.

Act as a role model at all times. Work collaboratively as part of Team Jersey representing the Public Health Directorate on all health improvement matters in order to deliver a learning culture focused upon improvement and high performance.

Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

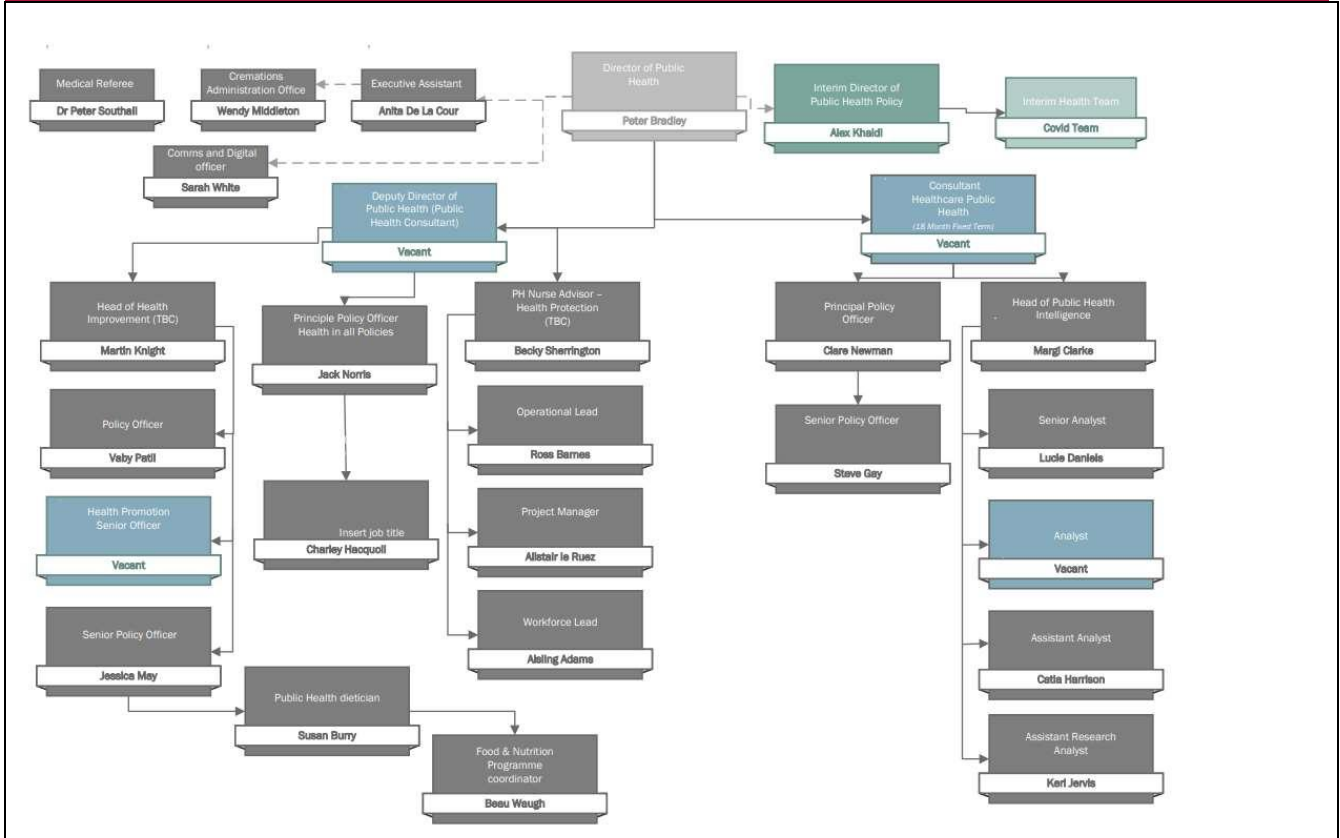
This role is politically restricted. The jobholder is not permitted to undertake political activity involving standing for election to the States or as a Parish Constable, or publicly supporting someone who is standing for election or playing a public part in any political manner.

Organisational structure

One Government Departments



Organisation chart



Person Specification

Specific to the role

ATTRIBUTES	ESSENTIAL	DESIRABLE
<p>Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i></p>	<p>A relevant degree in a health related science</p> <p>A post graduate qualification in public health or relevant professional qualification or higher degree (as above) or equivalent experience.</p> <p>To be registered or working towards registration on the United Kingdom Voluntary Register.</p> <p>A recognised management qualification or equivalent experience gained during a management role.</p>	<p>Project management qualification.</p> <p>Media training.</p>
<p>Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i></p>	<p>A sound knowledge of legislation, policy and delivery across health improvement and public health. An awareness of current developments in these areas worldwide but in particular developments in the UK and EU.</p> <p>Understanding of the challenges that face Jersey for the future (alongside the policy and governance requirements across the public, private and voluntary sectors).</p> <p>Expertise in influencing, negotiating and leading change and strategic and political stakeholder relationship management. This will include a sound understanding and awareness of the strategic, legislative and political frameworks of the Government of Jersey and ability to operate within them.</p> <p>Awareness of ways to work effectively with a diverse range of stakeholders, including through co-production.</p>	<p>Working knowledge of corporate policies such as Data Protection, Freedom of Information, Financial Directions</p> <p>Knowledge of subject-relevant law (including regulations, directives) and international agreements.</p>
<p>Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i></p>	<p>Developed policy and strategic reasoning skills with evidence of working at pace in a complex multi-stakeholder environment to effect policy/plan development.</p> <p>Collate, analyse, synthesise and interpret evidence regarding health improvement and public health interventions, in order to identify, advise, recommend and prepare briefings on best-practice policy solutions and options. To</p>	<p>Understanding of a range of policy production techniques.</p>

	<p>include evidence-based evaluation of interventions and related outcomes to provide and present proposals and recommendations for change.</p> <p>Good understanding of the political process and ability to influence and work effectively with politicians.</p> <p>Good presentation and communication skills to communicate complex, sensitive or contentious information.</p> <p>Excellent writing skills; ability to create documents, communications materials and supporting government publications which explain complex issues clearly and simply.</p>	
<p>General Skills/Attributes <i>This relates to more general characteristics required to do the job effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i></p>	<p>Credible with a diverse range of stakeholders.</p> <p>Resilient, maintaining effectiveness under pressure.</p> <p>Ability to work independently and autonomously.</p> <p>Well organised; able to deal with multiple competing priorities and a high workload.</p>	
<p>Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i></p>	<p>Significant policy development experience.</p> <p>Good middle management level experience.</p> <p>Experience of successfully leading health improvement policy, delivery and/or large-scale planning, leading engagement with a range of stakeholders.</p> <p>Some experience of working with politicians in local/national government.</p> <p>Experience of working with legislative drafting teams to translate policy intentions into effective law.</p>	

Personal Attributes

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 4 core accountabilities attributes and behaviour indicators.