

Department:	Public Health
Job Title:	Health Protection Manager
Grade:	14
Post Number:	
Service/Section:	Health Protection, Public Health
Base/Location:	G58, County Hall
Responsible To:	Consultant in Public Health
Responsible For:	<i>Health Protection Response Officers</i>
Key Relationships/ Liaison with:	Department colleagues, LCC colleagues, District colleagues, NHS (including CCG and PCN networks), PHE and voluntary sector colleagues and other partners.

Job Purpose
<p>The post holder will work closely with the Consultant lead in health protection, other Public Health consultants as required, the Director of Public Health and develop close relationships with PHE, NHSE, the CCGs and Environmental Health Officers across the County. They will manage the Leicestershire Health Protection response working with NHS England/Public Health England Screening & Immunisation teams to improve the performance of screening, vaccination and immunisation programmes for the Leicestershire population and the local NHS bodies on MRSA, C Diff, Antimicrobial Resistance (AMR) and other healthcare associated infections. They will coordinate Public Health input into incidents and exercises and assure the Director of Public Health that appropriate arrangements for a Leicestershire Scientific Technical Advisory Cell (STAC) that can function effectively are in place.</p>

Main Duties and Responsibilities	
1.	Provide leadership to protect the health of the Leicestershire population
2.	Policy development and review
3.	Lead responsibility for supporting the Consultant lead with responses to outbreaks alongside the Local Resilience Forum (LRF) and other health protection responsibilities. This will involve producing policy and review documents and commenting on those from other agencies.
4.	Responsibility for working with NHSE and CCGs through the work of the Health Protection board
5.	To provide support to the Director of Public Health, Consultant lead in health protection and the Departmental Management Team in all relevant areas of health protection.

6.	To lead delivery of the health protection priorities of the Public Health Business Plan and Local Outbreak Plan.
7.	To manage and support relationships with NHSE looking at the performance of screening, vaccination and immunisation programmes and the local NHS on MRSA, CDiff, AMR and other healthcare associated infections.
8.	To work with the Leicestershire LRF where required and ensure the public's health is considered in emergency planning.
9.	To coordinate Public Health input into incidents and exercises and assure the Director of Public Health that the local STAC can function efficiently.
10	To line manage the Response Officers and their workload
11	To respond to the public and elected members about health protection issues including environmental hazards and food safety, referring individuals to the relevant environmental health team or PHE Health Protection team if this is appropriate.
12	To monitor the PHOF health protection indicators and improve performance, linking with districts and borough when required.
13	The post holder is expected to be part of an on-call rota and will be required to assist in local health protection incidents.
14	Responsible for protecting and managing information securely, and reporting breaches or suspected information security breaches, in line with Council policies.

Special Factors

- The nature of the work may involve the jobholder carrying out work outside of normal working hours.
- As this job is grade 13 or above, it is responsible for all elements of risk management within its area of control.

This job description sets out the duties and responsibilities of the job at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot in themselves justify a reconsideration of the grading of the job.

Leicestershire County Council is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.

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	Essential	Desirable	How assessed
<u>Qualifications</u>			
Professional qualification in a clinical area, health protection or environmental health or equivalent experience	✓		Doc/Int
Evidence of post graduate academic achievement and continuing professional/managerial and leadership development	✓		
Management/Leadership qualification		✓	
Or			
Demonstrable experience identified within the section below.	✓		Ref/Int
<u>Experience & Knowledge</u>			
Detailed knowledge and understanding of all aspects of health protection including health protection data.	✓		Doc/Int
Detailed knowledge and skills in investigating and resolving complex health protection queries and issues/problems.	✓		
High level of literacy, numerical and in-depth analytical skills and interpretation of health protection information.	✓		
Understanding of strategy development at a senior level.	✓		
Influencing skills.	✓		
Understanding of the multiagency response required in the management serious incidents.	✓		

Ability to communicate conclusions drawn from, and implications of results from, health protection analyses to a wide range of partner organisations guiding them on a recommended course of action.	✓		
Ability to convey health protection concepts clearly where there is a range of options.	✓		
Excellent interpersonal skills with ability to:	✓		
a) Clearly communicate health protection concepts to non-health protection professionals and lay audiences			
b) Deliver training programmes and briefing sessions to large groups of people			
c) Communicate complex health protection matters with other health protection professionals.			
Ability to establish and maintain health protection professional relationships at all levels both within and outside the organisation.	✓		
Experience in the preparation of high level reports containing key health protection data.	✓		
Leadership of major health protection change programmes, including improving performance.		✓	
Ability and enthusiasm to manage change and work flexibly and learn and adapt quickly to changing priorities and ways of working.	✓		
Excellent communication skills - written and verbal. Ability to write and present reports to a wide variety of audiences.	✓		
Excellent presentation and facilitation skills.	✓		
Ability to lead by example, inspiring confidence and trust, and create an atmosphere of 'can do'.	✓		
Drive, energy, and enthusiasm to promote the development and sustained improvement of services.	✓		

Ability to chair, facilitate, manage and participate in meetings as appropriate.	✓		
Ability to build relationships with others both within and outside the organisation in order to develop services for and with customers.	✓		
Negotiation Skills.	✓		
Problem solving skills.	✓		
Demonstrable evidence of senior level achievement and experience.	✓		
Demonstrable experience of successfully leading major change programmes, including improving performance.	✓		
Demonstrable experience of strategy development at a senior level.	✓		
Demonstrable success in influencing other organisations to implement beneficial change.	✓		
Significant experience of building effective networks, including across organisation boundaries.	✓		
Demonstrable experience of engaging with public groups.	✓		
Experience of conducting serious event reviews.		✓	
Experience of a similar role in the NHS or environmental health team.		✓	
<u>Skills and Competencies</u>			
Ability to work as part of a team and understand the perspectives of others including that of the wider community.	✓		Doc/Int
Discretion and ability to work in a political environment.	✓		
Ability to remain calm in stressful situations.	✓		
Effective and credible communicator.	✓		
Demonstrate the 21 st Century Public Sector Manager skills, for example an effective	✓		

<p>influencer, leadership, connector, communicator, relationship manager.</p> <p>Excellent leadership skills with the ability to create a vision and inspire people in working together to deliver against the vision.</p> <p>Passion for public service and customer focussed.</p> <p>Personal commitment to the promotion of the health and wellbeing of the Leicestershire population.</p> <p>Evidence of harnessing the strengths and talents of team members to support them to realise their full potential and achieve area goals.</p> <p>Self-confidence and perspective to facilitate open and honest relationships with the leadership team, staff and providers to discuss and remove barriers to the effective delivery of services.</p> <p>Ability to work flexibly to meet the changing needs and priorities of the Council and wider Leicestershire System.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		
<p><u>Other Requirements</u></p> <p>An understanding of, and commitment to Equal Opportunities, and the ability to apply this to all situations.</p> <p>Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010</p>	<p>✓</p> <p>✓</p>		<p>App/Int</p> <p>Med</p>

<p>Key: App = Application Form Test = Test Int = Interview</p>	<p>Pre = Presentation Med = Medical Questionnaire Dc = Documentary Evidence (E.g., Certificates)</p>
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