

Senior Public Health Project Officer (Range 5)

EVIDENCE FOR LEVEL A	EVIDENCE FOR PROGRESSION TO LEVEL B	EVIDENCE FOR PROGRESSION TO LEVEL C
<p><u>Qualifications:</u></p> <ul style="list-style-type: none"> • Qualification certificates • Or • Job application and interview process through scenario-based questions. 	<p><u>Qualifications:</u></p> <ul style="list-style-type: none"> • Learning log or evidence of learning/development undertaken 	<p><u>Qualifications:</u></p>
<p><u>Knowledge:</u></p> <ul style="list-style-type: none"> • Job application and interview process through scenario-based questions. 	<p><u>Knowledge:</u></p> <ul style="list-style-type: none"> • Provide verbal overview of One Medway Council Plan and how own role contributes to the organisational priorities. • 3 examples of how stakeholder organisational priorities, policies, and strategies have been used to leverage mutually beneficial outcomes. • Observation/line manager statement of 3 different example of providing advice and guidance using own specialist/technical knowledge. • Verbally describe knowledge of how to promote population health whilst addressing the wider determinants of health and health inequalities, giving an example of where this has been put into practice. 	<p><u>Knowledge:</u></p> <ul style="list-style-type: none"> • Verbally describe knowledge of procedures and policies relevant for role. Evidence of application via activity and output records. • Verbally describe knowledge of methods and tools available to measure and monitor population health, and how and when these can be put into practice in own role. • A minimum of 3 different examples of how policies and strategies have informed and provided leverage for work carried out within role and how this has contributed to improved outcomes, evidenced through reports, presentations papers produced. • 3 examples of working autonomously to seek out and establish new partnerships and gain agreement for mutually beneficially projects. Demonstrate outcomes delivered through project. • Line manager observation/feedback of team leadership skills where team are not only directed, but also motivated and engaged.
<p><u>Experience:</u></p>	<p><u>Experience:</u></p> <ul style="list-style-type: none"> • Minimum 18 months at 5A 	<p><u>Experience:</u></p> <ul style="list-style-type: none"> • Minimum 18 months at 5B

<ul style="list-style-type: none"> • Job application and interview process through scenario-based questions. 	<ul style="list-style-type: none"> • Portfolio of evidence demonstrating how partnerships have been evaluated, barriers identified and how these have been addressed and quantify outcomes delivered as a result. • 3 different examples of working in partnership to find solutions to complex problems. Evidence may include emails, observation at meetings, line manager statement/feedback, sharing of information on own area of expertise to inform decision making. • Minimum of 3 examples of Service plans, project plans, provider supervision reports/documents • Minimum 3 examples of reports that have been written and presented to external system partner forums and any feedback or outcomes associated with this. 	<ul style="list-style-type: none"> • Minimum of 3 evaluation reports, datasets and analyses to inform report, service user feedback, stakeholder input/emails, or examples of research projects carried out. May include surveys, feedback from service users and providers, data sets, quality checks, emails, briefings, progress reports and service delivery outcomes • 3 different examples of situations where initiative was taken to inform practice/decisions and outcomes. • Observation of active participation in meetings/conferences, webinars. • Minimum of 3 examples of training and coaching documents/presentations evidencing working with others. • Minimum 3 examples of presenting findings, updates, developments to a wide range of internal and external audiences, including senior management.
<p><u>Skills:</u></p> <ul style="list-style-type: none"> • Job application and interview process, using scenario-based questions. 	<p><u>Skills:</u></p> <ul style="list-style-type: none"> • Provide line manager statement of 3 different examples of where written/or observed verbal response made in situations involving political or other tensions, whilst encouraging a focus on public health. • Provide minutes, emails, feedback, surveys, consultation exercises, service standards, project plans and outputs, evidencing stakeholder and service user engagement in equitable service design and development on 3 separate occasions. • Provide 3 examples of range of methods used, (including emails, documented observations, verbal explanations, media platforms), to 	<p><u>Skills:</u></p> <ul style="list-style-type: none"> • Provide 3 examples of using monitoring documentations, data submissions, quality reports, audits, briefing documents written that include recommendations for improvements. • Provide 3 examples of electronic versions of literature searches, research papers, national and local datasets, spreadsheets, reports. Evidence process undertaken to review and analyse and present conclusions drawn. • Provide 3 examples of literature search lists, papers,

	<p>communicate complex information relating to health promotion and inequalities to diverse range of audiences. Produce evidence of how communications have been adapted to meet the needs of diverse groups and verbally explain the considerations taken into account to determine the best method of communication.</p> <ul style="list-style-type: none"> • Provide 3 different examples (emails, project plans, briefing papers, governance sign off) of independent assurance obtained when working through organisational governance protocols. 	<p>weblinks/published guidance documents, documents produced but not published by national teams and other local authority services relating to topic being researched. Verbally describe findings, conclusions, limitations, conflicts, and constraints that might impede effective implementation.</p> <ul style="list-style-type: none"> • Provide 3 examples of using project initiation documents defining clear research outcome goal, project plan, best practice documents, national guidance, survey/questionnaire/consultation questions created, surveys, observation/feedback of consultations carried out, engagement data, numbers of disadvantaged groups participating, numbers of stakeholders, analyses reports, briefing documents, progress reports, conclusions drawn from service users and providers, data sets, quality checks, emails, briefings, progress reports and service delivery outcomes. • Literature searches, observations of focus groups, questionnaires, interview notes, surveys, case studies, feedback from service users and providers, data sets, quality checks, emails, briefings, progress reports and service delivery outcomes. • Provide 3 examples of observations, feedback, line manager statement of communications where help has been provided to others to support understanding of democratic processes for health improvement. • Provide a supporting Line Manager statement, detailing their summary of ability from observations, feedback, team meetings, minutes, appraisal
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