**Public Health Intelligence Analyst**

* Service area: Public Health
* Grade: PO1-3
* Reports to: Senior Public Health Intelligence Analyst
* Your team: Knowledge and Information
* Number of supervisees: One

Our mission

We are determined to create a more equal Islington, where everyone who lives here has an equal chance to thrive.

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out ‘CARE’, which is what we think public service is all about.

Key responsibilities

The post holder will join Islington’s Public Health Knowledge, Intelligence and Performance team (KIP) consisting of Public Health Analysts, Public Health Information Officers, and Assistant Officers. The Public Health KIP team delivers public health intelligence for Islington and Haringey, and an intelligence and performance function for the Islington Housing and Adult Social Care teams. The remit of the team is to collect and synthesise health and social economic determinants of health into insights that underpins policy decisions to improve population health and reduce inequalities.

The post holder will research, analyse, review and publish health related information, contributing to a wide spectrum of public health work such as needs assessments, health equity audits, health impact assessments and analysis of health service utilization.

The post holder will work closely with the wider Islington & Haringey Public Health Department, other stakeholders in the Local Authorities and the North Central London Commissioning Group, and other partner organisations within the local health economy.

The post holder will support the knowledge, intelligence and performance team in providing an efficient, effective and timely data analysis function for key stakeholders.

Key tasks include:

* Managing analytical projects to provide a comprehensive analytical service.
* Routinely monitoring and describing the health status of the local population using a variety of different information sources and analytical methods to support service evaluations.
* Compiling and collating data from routine and ad-hoc sources, which describe the health and wellbeing of Islington and Haringey’s population, for example UKHSA, NHS England, Sport England, hospital episode statistics, public health outcomes framework, adult social care framework.
* Producing analytical inputs for statutory or ad-hoc reports including the Annual Public Health Report, Joint Strategic Needs Assessment, and health needs assessment.
* Carrying out desktop study to assess the risks to individual health, organisation operation and public health through a range of evaluation methods and statistical tools.
* Drafting reports on health relevant matters and presenting to the council’s committees as required.
* Supporting the development and deployment of the council’s business intelligence tool.
* Assisting in the general upkeep and development of information systems and exploring new sources of information and efficient ways of developing routine reports.
* Providing a pro-active and responsive information service that includes responding to ad-hoc requests for public health and social determinants of health such as housing, or adult social care information as well as inputs to longer-term projects and service development.
* Any other tasks required by the department commensurate with the post holder’s grade.

## Progression to scale PO2

* Demonstration of good project management skills including staff supervisory skills.
* Leading on development of processes and tools to increase team efficiency.

## Progression to scale PO3

* Disseminating and communicating learning experience and good practice from projects to members of the team.
* Demonstration of ability to present complex statistical outputs to non-specialist audiences and individuals.
* Demonstration of ability to work collaboratively with a wide range of partners to manage and take forward project development.
* Managing multiple projects simultaneously and ensuring the project deadline is met.
* Ability to use own initiatives and working independently.

## Continuing personal development

* Achieving agreed outcomes and outputs, and personal appraisal targets, as agreed with the line manager.
* Undertaking training and constructively taking part in meetings, supervision, seminars and other events designed to improve communication and assisting with the effective development of the post and the postholder.
* Keep abreast of relevant national, regional and local public health development as part of continuous professional development.
* To network with colleagues in the department to share intelligence and promote effective collaboration.

## Duties of all staff

* Carrying out duties and responsibilities in accordance with the Council’s commitment to customer service excellence and ensuring compliance with the customer care standards.
* Being committed to the Council’s core values of public service, quality, equality and empowerment and demonstrating this commitment in the way duties are carried out.
* Ensuring that duties are undertaken with due regard and compliance with the Data Protection Act and other legislation.
* Carrying out duties and responsibilities in accordance with the Council’s Health and Safety Policy and relevant Health and Safety legislation.
* At all times carrying out responsibilities/duties within the framework of the Council's Dignity for all Policy (Equal Opportunities Policy).

Work style

Flexible/Office-Based. Due to the analytical nature of the role, the post holder is expected to spend substantive time on desktop studies.

Person specification

You should demonstrate on your application form how you meet the criteria. Please ensure you address all the criteria as this will be used to assess your suitability for the post.

Essential criteria

Qualifications

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| --- | --- | --- |
| Essential criteria | Criteria description | Assessed by |
| E1 | First degree in public health, health economics, psychology, biomedical science or numerate subject such as statistics, science or health-related field or equivalent experience | Application |
| E2 | Postgraduate degree in a numerate subject or equivalent experience in public health | Application |

Experience

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| --- | --- | --- |
| Essential criteria | Criteria description | Assessed by |
| E3 | Significant experience of analytical work in public health, health service, local authority, academic, or related fields | Application/Interview/test |
| E4 | Proficient in conducting statistical methods to identify trends and patterns of the population and presenting complex data in an effective and understandable formats | Application/Interview/test |

Skills

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| --- | --- | --- |
| Essential criteria | Criteria description | Assessed by |
| E5 | Knowledge of key health data sets/sources of information (e.g. Hospital Episode Statistics, birth and death registration data), Adult Social Care Outcomes Framework, housing needs data, data on determinants of health | Application/Interview/Test |
| E6 | Substantially numerate with good understanding of quantitative statistical techniques  | Application/Interview/Test |
| E7 | Understanding of NHS, Local government and UK health policy and structure. | Application/Interview |
| E8 | Sound knowledge of public health, epidemiology and health economics  | Application/Interview |
| E9 | Sound computing skills including word-processing, spread sheets, and presentational packages; statistical packages and data management tools such as Stata, R, SQL or Power BI | Application/Interview/Test |
| E10 | Ability to analyse, synthesise and interpret information from a wide range of sources | Interview/Test |
| E11 | Sensitivity to the needs of others and a willingness to ask questions | Interview |
| E12 | Ability to work flexibly and in a changing environment | Interview |
| E13 | Ability to work independently as well as in a team | Interview |
| E14 | Keen to learn and extend knowledge and skills | Interview |
| E15 | Accuracy, attention to detail and methodical approach where appropriate | Application/ Interview/ Test |
| E16 | Ability to adhere to the Council’s Dignity for All policy |  |

Special requirements of the post

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| Essential criteria | Criteria description | Assessed by |
| 17 | This role will require you to obtain a basic satisfactory clearance from the Disclosure and Barring Service  | Application/Interview |
| 18 | This post is subject to the council’s policy on pecuniary and personal interest | Application/Interview |
| 19 | This post is designated as politically neutral. | Application/Interview |

Our accreditations

Our accreditations include: the Healthy Workplace award; Timewise; London Living Wage Employer; Disability Confident Committed; The Mayor’s Good Work Standard; Stonewall Diversity Champion; and Time to Change.

