

Job Description

Job Title	Senior Public Health Epidemiologist
Directorate	Strategy and Change
Service Area	Strategy, Performance and Partnerships
Grade	8
Competency Level	2
Salary	£46,142 - £51,356
Job Type	Hybrid
Location	Cunard Building
Disclosure and barring service (DBS)	Not required
Job Evaluation Ref No	

Job Purpose

To lead on the acquisition, use, and interpretation of quantitative and qualitative public health and other information to support the work of the Public Health Department and Liverpool City Council.

Directly Responsible For:

Delivering the data priorities of the Public Health Department and supporting the work programme of the Epidemiology Team, and wider Corporate Intelligence Team.



Directly Responsible To:

Lead Public Health Epidemiologist

Main Areas of Responsibility:

The purpose of the role is to lead on the acquisition, use, and interpretation of quantitative and qualitative public health and other information to support the work of the Liverpool City Council Public Health Directorate, as well as other council directorates, the Health and Wellbeing Board and NHS partners. Through developing and using population health intelligence and analytics, the post holder will be working to improve health and reduce health inequalities within and across Liverpool.

- Coordinate and undertake analysis of epidemiological and other forms of information from a variety of sources to inform strategic decision making and policy
- Provide expert advice and guidance on statistical and epidemiological matters including the development of health related data sets and information
- Provide Public Health epidemiological support to the NHS as part of a package of healthcare public health support provided by the Local Authority
- Support the production, development, and promotion of the Liverpool Joint Strategic Needs Assessment leading on particular topic areas to be determined
- Take a leading role in producing Health Needs Assessments, Health Impact Assessments, and Equity Audits including the suicide audit
- Use data to evaluate the population impact of commissioned services or programmes. Request and analyse audit data from the NHS
- Lead on evidence reviews and the critical appraisal of evidence to support commissioning decisions across the local authority and to help tackle issues affecting residents

- Develop relationships with colleagues across council directorates to facilitate the sharing of data and information and to support the production of joint pieces of work
- Work on multiple projects concurrently whilst maintaining quality and delivering on time and within agreed resources
- Demonstrate high level of knowledge of current health and social care environment
- Produce routine and ad-hoc reports on the health, socio-economic and demographic characteristics of the resident population using a variety of data sets and sources
- Manage relevant and accessible data sources, developing an information resource within the Public Health Directorate and producing interactive data dashboards where appropriate
- Provide a specialist analysis statistical service using statistical software packages such as Excel/SQL, Power BI, and Python
- Use large data sets involving the use of advanced computer skills to create intelligence reports and infographics where necessary
- Advise on appropriate methodologies to support the monitoring of the city's health and to tackle health inequalities
- Undertake and support appropriate statistical tasks to develop reliable projections and trajectories of health issues to help reflect and refine changes in demand and capacity, and to produce realistic local targets
- Support the development of a co-ordinated health intelligence function within the local authority, and work closely with other analysts and employees of the council
- Support the Lead Public Health Epidemiologist producing reports and presenting these to internal or external Boards or Committees
- Attend internal and external meetings to provide public health epidemiology advice as required

- Provide intelligence to support commissioning, capacity planning and demand management strategies and programmes
- Contribute to research and development, which supports Health & Wellbeing Board priorities and impact on national, regional and local policies
- Utilise specialist GIS (Geographical Information Systems) skills to creatively display data
- Support compliance with the Data Protection Act, GDPR, and Caldicott Principles, in relation to public health information, including the development and review of agreed protocols in relation to information exchange between the Public Health Directorate and other internal directorates or external organisations
- Ensure that public health data held by the Epidemiology Team is properly processed, stored and deleted
- Deputise for the Lead Public Health Epidemiologist as required
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken

Supervision and Management Responsibility:

- Supervision and management of two junior Public Health analysts
- Ensuring activities are planned to include meaningful one to one conversations, quality annual appraisals and regular workforce planning and development
- Manages performance and behavioural issues effectively

Budget and Financial Responsibility:

- Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic and environmental benefits for the council, residents and communities

Physical Demands of the Job:

- The post holder will be required to use a computer and sit at a desk for prolonged periods of time

Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally
- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the council a great place to work, living the council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the City Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level 2.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.

Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Higher degree or postgraduate qualification relevant to Public Health or evidence of equivalent qualification to Masters' level (A)

Desirable

- Specialist public health knowledge acquired over a significant period or through extended specialist training

Experience

Essential

- A thorough knowledge of working with health and social information sources (A/I)
- Experience of providing epidemiological information and support to a range of partners, including council departments, commissioners, and NHS partners or the VCS (A/I)
- Experience of producing and developing aspects of the Joint Strategic Needs Assessment process (A/I)
- Experience of managing large data sets, and designing information systems and/or dashboards to present this information in a user-friendly manner (A/I)
- Understanding of GDPR, Data Protection, confidentiality and data sharing and storing procedures in the public sector (A/I)



Desirable

- Experience of developing, leading and sustaining multi-agency partnerships
- Experience working on the production of Health Needs Assessments and/or supporting the development of Public Health Annual Reports
- Experience of undertaking audits, research and surveys
- Experience of undertaking systematic evidence reviews and the critical appraisal of evidence, ideally within a public sector environment
- Line management experience or experience of supervising staff

Skills/Abilities

Essential

- Ability to analyse, interpret and present conclusions drawn from highly complex statistical/epidemiological information, for a variety of internal and external audiences (A/I)
- Excellent written and verbal communication skills, conveying a credible, confident and professional image to small and large audiences (A/I)

Desirable

- Computer literacy including Microsoft Office and advanced skills in Excel/SQL, Power BI, and statistical packages such as Python
- Ability to use Geographical Information Systems (GIS) such as MapInfo to present small area data
- Knowledge of public health infrastructure including NHS, PHE, Local Authority, regional and national structure. Understanding of public health practice and health protection and health improvement/health inequalities
- Ability to work collaboratively with a wide range of individuals and organisations

- Ability to prioritise work and work to tight and demanding deadlines
- Excellent influencing, negotiation and persuasion skills to achieve change

Commitment

Desirable

- An understanding of and a personal commitment to the Vision and Values of Liverpool City Council
- Commitment to the aims and objectives of the Liverpool City Council Public health Department in particular the reduction of health inequalities

Other

Desirable

- High level of flexibility
- Respectful, diplomatic, discreet, with understanding of confidentiality at all level

