**London Borough of Croydon**

**Director of Public Health: JOB PLAN (*xxx – xxx YEAR*)**

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| **Topic** | **Sessions/ Week\*** | **Summary** | **Outline of Activities** |
| **Leadership, Vision and Goal setting** | 2 | Vision and goal setting in line with cross cutting local, regional and national public health related policy. | Providing expert advice for officers, members and other partners on all matters relating to the health of those who live and work in Croydon.  Working with partners to ensure there is a clear public health vision and goals in line with the Mayors Plan and local and national systemwide public health related policies.  Helping to develop public health leadership within other local organisations and the wider workforce |
| **Program Delivery and Achievement** | 2 | Ensure delivery of priority workstreams toward overall public health vision and goals | Setting direction via an annual business plan, supported by programme management.  Ensuring a focus on achievement and delivery in relation to public health goals.  Planning and implementing programmes for short and long-term health gain.  Delivery of public health outcomes via the wider public health community. |
| **Resource Management** | 2 | Effective resource management, including ensuring impact and value for money. | Sound Management of the Public Health Grant/Budget including ensuring best value.  Alongside other members of the senior management team, take a corporate view of resources and work to ensure sustainability of critical health and wellbeing services.  Seeking/ supporting opportunities for new and/or aligned investment into the Borough (eg research awards, Arts council England grants etc) where relevant. |
| **Staff Management, Training and Development** | 2 | Leadership and development of the public health team | Overall management of the Public Health Team.  Further enhancing the reputation of the borough as an excellent training location for specialty trainees in public health, aspiring consultants, other trainees and apprentices.  Ensuring opportunities for team and professional development aligned with the overall transformation work across the council.  Leading & shaping staff/resources for the delivery of an effective public health specialist function |
| **Reporting, Accountability & Advocacy** | 1 | Managing risk, Ensuring Probity and | Advocating for the health of the public and the reduction of health inequalities via strategic fora, eg use of the joint strategic needs assessment and health and wellbeing strategy.  Ensure prompt returns in relation to local monitoring and management reporting requirements including highlighting risks and areas of sub-optimal performance.  Providing suitable challenge and support in line with the requirements of the independent element of the DPH role. |
| **Professional Development (own)including CPD** | 1 | Maintain ‘good standing’ with FPH professional requirements | Activities that support Continuous Professional Development, appraisal and revalidation, ensuring annual review.  Activities that support wider advancement of the profession including research activities and activities which support the work of the Association of Directors of Public Health (National and South West London) and Faculty of Public Health including special interest groups, workshops, and conferences that advance knowledge.  Work as part of the whole public health system and across the three domains of public health. |
| **Total sessions\*** | 10 |  |  |
| \*Please note this assumes a weekly FTE of 1.0 with 10 sessions over the week and 2 sessions a day in line with job planning guidance | | | |
| Support | Assistant Chief Executive support via regular line management (1:1) sessions.  Regular 1-1 catchups with Chief Executive Council (In accordance with DPH line of Accountability)  Working with the lead Cabinet Member for Public Health and other relevant portfolio holders in the day-to-day duties of the role.  Membership of ADPH and FPH – support to take part in activities with these organisations to enable further professional development and networking. | | |
| Other Duties | Member of Assistant Chief Executive DMT  Lead officer for the Health and Wellbeing Board  Attendance at Mayors Advisory Board (as appropriate)  Attendance at Corporate Management Team (as appropriate) | | |