

Gateway Document for Trainee Senior Public Health Practitioner

Gateway for trainee Senior Public Health Practitioner

Progression at all stages must be verified by the relevant Principal and Service Manager; that the post holder is working competently, and the evidence is sufficient that the next level of responsibility has been reached.

To commence the gateway the post-holder is required to have met the minimum requirements for the Trainee Senior Public Health Practitioner position (grade 11) and selected as suitable in the interview process.

The table below maps the differences between the role requirements for the grade 11 Trainee Senior Public Health Practitioner role and grade 12 Public Health Senior Practitioner role. The post-holder is required to evidence achievement of each objective to demonstrate that the level of responsibility of a grade 12 has been reached.

| ID | Role Profile Requirement (Grade 11 - Trainee Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Role Profile Requirement (Grade 12 - Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Objective | Type of evidence |
|----|---|--|---------------------|---|--|---------------------|--|--|
| 1 | Knowledge: Good knowledge of other areas of the authority relevant to the service and of wider sector / external influences / developments. | Good communication, presentation, and interpersonal skills, with the ability to use effective influencing and negotiation skills in and beyond own organisation. | E | Knowledge: Excellent knowledge of service / profession and interrelationships with other services and departments and of wider sector / external influences / developments. | Excellent communication, presentation and interpersonal skills, with the ability to use effective influencing and negotiation skills in and beyond own organisation. | E | To manage, develop and sustain key working relationships across a number of organisations, providing specialist public health input to a range of partnerships in order to facilitate collaborative working with commissioners, providers, private sector and voluntary sector stakeholders, identify local public health priorities and develop the action plans, policies and strategies to meet these priorities. | Work competently supporting Principal for at least 12 months where the Public Health Principal is confident in post-holder's ability. Project manage and lead (where appropriate) Isle of Wight topic-specific partnership groups. Ability to adapt and communicate public health information clearly to a variety of audiences e.g. present at topic-specific partnership groups or present Isle of Wight updates at regional South East Office of Health Improvement and |

Gateway Document for Trainee Senior Public Health Practitioner

| ID | Role Profile Requirement (Grade 11 - Trainee Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Role Profile Requirement (Grade 12 - Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Objective | Type of evidence |
|----|---|---|---------------------|---|--|---------------------|---|--|
| | | | | | | | | Disparities network meetings. |
| 2 | N/A | N/A | N/A | Knowledge: Knowledge of strategy / market development. | Understanding of health services provider market | D | To demonstrate knowledge of strategy / market development in the context of health services | Completion of procurement and commissioning training. Support Principal in commissioning activity e.g. commissioning a new Public Health service, support with a market engagement event. |
| 3 | Skills: Excellent communication and interpersonal skills with the ability to engage effectively with a range of audiences and explain specialist information in a way which a non specialist can understand. | Evidence of ability to build effective relationships and credibility with a wide range of professional groups and organisations. Experience of collaborative multi-agency/multi-disciplinary working and ability to engage and work with people at all levels, including | E | Skills: Excellent communication, interpersonal and negotiation skills with a proven ability to build relationships, engage effectively and influence customers, partners, and stakeholders, in complex situations. | Evidence of ability to build effective relationships and credibility with a wide range of professional groups and organisations. | E | To demonstrate your negotiation skills and ability to build relationships, engage effectively and influence customers, partners, and stakeholders, in complex situations. | As per ID 1 |

Gateway Document for Trainee Senior Public Health Practitioner

| ID | Role Profile Requirement (Grade 11 - Trainee Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Role Profile Requirement (Grade 12 - Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Objective | Type of evidence |
|----|---|---|---------------------|--|---|---------------------|---|---|
| | | harder-to-reach communities. | | | | | | |
| 4 | Skills: Proven ability to identify and diagnose problems/issues and develop solutions/recommendations. | Ability to analyse complex datasets and performance data and present highly complex data clearly and concisely to audiences of all capabilities and attitudes. Understanding of evidence-based practice and research methods. | E | Skills: Proven analysis and evaluation skills, demonstrating the ability to identify, interpret and diagnose complex problems/issues and develop effective solutions. | Ability to analyse complex datasets and performance data and present highly complex data clearly and concisely to audiences of all capabilities and attitudes. Understanding of evidence-based practice and research methods. | E | To demonstrate the ability to identify, interpret and diagnose complex problems/issues and develop effective solutions. | Evidence could include: <ul style="list-style-type: none"> - A service evaluation - Needs assessment with recommendations - Health Equity Audit with recommendations - Service audit with recommendations |
| 5 | N/A | N/A | N/A | Experience: Experience of partnership working and representing the organisation externally. | Experience of collaborative multi-agency/multi-disciplinary working and ability to engage and work with peoples at all levels, including harder-to-reach communities. | E | To demonstrate experience of partnership working and representing the organisation externally. | As per ID 1 |
| 6 | Skills: Good planning and organisational skills, with proven ability to prioritise | Evidence of developing, delivering, and | E | Skills: Excellent planning and organisational skills, to | Evidence of developing, delivering and | E | To demonstrate excellent planning and organisational skills, to | At least 18 months in post. Completion of |

Gateway Document for Trainee Senior Public Health Practitioner

| ID | Role Profile Requirement (Grade 11 - Trainee Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Role Profile Requirement (Grade 12 - Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Objective | Type of evidence |
|----|---|---|---------------------|--|---|---------------------|--|---|
| | and co-ordinate workloads, monitor and evaluate work, to ensure deadlines are achieved. | <p>managing public health programmes, including multiagency partnership working and public and practitioner involvement, within agreed timescales and resources.</p> <p>Significant experience of commissioning, contract management, project management in public health, health, or public sector settings.</p> | | manage a range of complex activities with proven ability to prioritise and co-ordinate workloads, monitor and evaluate work, to ensure deadlines are achieved. | managing public health programmes, including multiagency partnership working & public and practitioner involvement, within agreed timescales and resources. | | manage a range of complex activities with proven ability to prioritise and co-ordinate workloads, monitor and evaluate work, to ensure deadlines are achieved. | <p>Project Management training</p> <p>Project management documentation.</p> <p>Evidence of using strategy and policy documentation (e.g. national/local) in portfolio areas.</p> <p>Completion of work objectives within specific timeframes.</p> |
| | | Experience of development, motivation and supervision of staff. Proven ability to monitor their performance and if necessary, take corrective action. | D | <i>In the grade 12 this is captured as a separate Role Profile requirement</i> | <i>In the grade 12 this is captured as a separate Role Profile requirement</i> | D | <i>In the grade 12 this is captured as a separate Role Profile requirement</i> | <i>In the grade 12 this is captured as a separate Role Profile requirement</i> |

Gateway Document for Trainee Senior Public Health Practitioner

| ID | Role Profile Requirement (Grade 11 - Trainee Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Role Profile Requirement (Grade 12 - Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Objective | Type of evidence |
|----|---|--|---------------------|---|---|---------------------|---|---|
| 7 | Skills: Good literacy and report writing skills. | Significant experience of writing reports, specifications and agreements. | E | Skills: Good literacy and numeracy skills, significant experience of writing reports, specifications and agreements. | Ability to analyse and report on the performance of public health programmes and projects. | E | To demonstrate ability to analyse and report on the performance of public health programmes and projects. | Evidence could include: <ul style="list-style-type: none"> - Drafting of management paper - Needs assessment - Health Equity Report - Quality performance management report |
| | Skills: Good numeracy and analytical skills. Accurate with good attention to detail. | Ability to analyse and report on the performance of public health programmes and projects. | E | | | | | |
| 8 | Experience: Experience of financial processing and / or budget management. | Allocate and manage resources, including budgets, for specific public health programmes and projects. | D | Experience: Experience of financial processing and / or budget management. | Allocate and manage resources, including budgets, for specific public health programmes and projects. | D | To allocate and manage resources, at an appropriate level, with support from the Principal including budgets, for specific public health programmes and projects | At least 3 months working at trainee level. Ensuring payment of services, purchase orders, escalation of finance risks/issues to Principal. Monitoring of activity against contract value. |
| 9 | Experience: Experience of monitoring and evaluating contract compliance / performance. | Experience of carrying out equity audits, implementing health or health related strategies and policies, project managing public health programmes and | D | Experience: Experience of setting standards and measures and managing contract compliance / performance. | Experience of carrying out equity audits, implementing health or health related strategies and policies, project managing public health programmes and managing and | D | To develop evidence-based outcomes measures to be able to monitor, evaluate and report on the performance of public health programmes/projects and key public health outcomes against | Completion of procurement and commissioning training. Work competently supporting Principal for at least 6 months where the Public Health Principal is |

Gateway Document for Trainee Senior Public Health Practitioner

| ID | Role Profile Requirement (Grade 11 - Trainee Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Role Profile Requirement (Grade 12 - Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Objective | Type of evidence |
|----|---|-----------------------------------|---------------------|---|-----------------------|---------------------|------------------------------------|---|
| | | managing and facilitating change. | | | facilitating change. | | targets, indicators, and feedback. | confident in post-holder's ability. Evidence could include: <ul style="list-style-type: none"> - Service performing well, KPIs met on budget. - Completion of a Health Equity Assessment - Review of a strategic plan's progress with recommendations to improve the plan. - Evidence of ability to recognise and articulate risks, resolve issues and to escalate/seek advice appropriately. Quality Performance Management Team report |

Gateway Document for Trainee Senior Public Health Practitioner

| ID | Role Profile Requirement (Grade 11 - Trainee Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Role Profile Requirement (Grade 12 - Senior Public Health Practitioner) | Job Specific Examples | Essential/Desirable | Objective | Type of evidence |
|----|--|--|---------------------|---|--|---------------------|---|---|
| 10 | Qualifications: Relevant professional qualification - or working towards this. | UK Master's degree or postgraduate diploma, or able and willing to complete the qualification as part of the development programme | E | Qualifications: Relevant professional qualification. | Educated to postgraduate level qualification in Public Health related field e.g. UK Master's degree or postgraduate diploma. | E | To obtain UKPHR Public Health Practitioner registration to demonstrate your competence in public health practice. To complete a postgraduate level qualification in Public Health related field e.g. UK Master's degree or postgraduate diploma. | Completion of UKPHR Registration Completion of MSc / Postgraduate Diploma in Public Health course. |
| | | Must be an accredited public health practitioner, or willing and able to achieve registration as part of the development programme. | E | | Must be an accredited public health practitioner. | E | | |

The post-holder is expected to be working on all outcomes simultaneously and therefore if good progress is made it will be possible to progress to Grade 12 within 2-5 years.

There is no rush and if the trainee requires more time to consolidate learning they will be supported to work at their own pace but if they have not achieved the required outcomes, the post-holder cannot move to a full Senior Public Health Practitioner role at grade 12 until they have. If progress is not expected the capability procedure will be actioned.