



Knowsley Council

| Person Specification |                                           |              |                                       |
|----------------------|-------------------------------------------|--------------|---------------------------------------|
| <b>Post title</b>    | Principal Public Health Programme Officer | <b>Grade</b> | Grade P / £51,356 - £52,413 per annum |

This post is exempt from the provisions of the Rehabilitation of Offenders Act – applicants must disclose all criminal convictions including those which are ‘spent’, in addition to any cautions and bindover orders received in the last 12 months.

To be successful in this role you will need to demonstrate how you meet the criteria below at application and interview stage.

| Shortlisting Number                  | Criteria                                                                                                                                                                                                                         | Method of Assessment |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <b>Skills, knowledge, experience</b> |                                                                                                                                                                                                                                  |                      |
| S1                                   | Specialist knowledge and understanding of health protection, health care public health, screening and immunisation programmes.                                                                                                   | CV/SS, I             |
| S2                                   | Extensive experience of partnership and multi-agency working, including leading and influencing others.                                                                                                                          | CV/SS, I             |
| S3                                   | Knowledge and experience of developing and implementing health protection initiatives and programmes.                                                                                                                            | CV/SS, I             |
| S4                                   | Knowledge of policy making and strategy development within a complex environment.                                                                                                                                                | CV/SS, I             |
| S5                                   | Experience of working with data and evidence, and co-ordinating a variety of information sources, to produce solutions to public health problems.                                                                                | CV/SS, I             |
| S6                                   | Excellent time management and organisational skills, including the ability to organise the work of others, and to manage a complex workload.                                                                                     | CV/SS, I             |
| S7                                   | Extensive experience of team working, including collaboration with colleagues from different disciplines. Able to develop positive relationships and build confidence and understanding with colleagues, partners and residents. | CV/SS, I             |
| S8                                   | Ability to work autonomously and use own initiative, while knowing when to seek direction and advice. Flexible and adaptable, able to work with people of all capabilities and attitudes.                                        | CV/SS, I             |
| S9                                   | Adept at dealing with uncertainty and information gaps, and leading projects across systems in                                                                                                                                   | CV/SS, I             |

*KNOWing the value of people*



Knowsley Council

|                                              |                                                                                                                                                                                                                                                                                                    |             |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
|                                              | rapidly changing contexts.                                                                                                                                                                                                                                                                         |             |
| <b>Personal attributes and circumstances</b> |                                                                                                                                                                                                                                                                                                    |             |
| P1                                           | You must adhere to the “Knowsley Better Together” staff qualities: Integrity, Accountability, Communication and Respect.                                                                                                                                                                           | I           |
| <b>Communication</b>                         |                                                                                                                                                                                                                                                                                                    |             |
| C1                                           | Excellent written and verbal communication and presentation skills with an ability to communicate complex issues in a meaningful way to a wide variety of audiences, including residents, colleagues, managers and partners, including drafting reports and presentations for a range of purposes. | CV/SS, I, P |
| C2                                           | Proven interpersonal and influencing skills, together with a demonstrable willingness to share information and work with other people, taking account of other people’s points of view.                                                                                                            | CV/SS, I, P |
| <b>Qualifications</b>                        |                                                                                                                                                                                                                                                                                                    |             |
| Q1                                           | Educated to degree level or equivalent in a health-related field such as Public Health or a similar discipline.                                                                                                                                                                                    | CV/SS, I    |

**CV/SS** = Curriculum Vitae/Supporting Statement      **A** = Application Form      **C** = Certificate      **E** = Exercise  
**I** = Interview    **P** = Presentation    **AC** = Assessment Centre    **T** = Test

**Where the post involves working with children, in addition to a candidate’s ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:**

- **Motivation to work with children and young people**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people**
- **Emotional resilience in working with challenging behaviours**
- **Attitudes to use of authority and maintaining discipline**



We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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