**Job and Person Profile (JPP)**

|  |
| --- |
| **Job details** |
| **Job title** | Senior Data Analyst |
| **Job Reference** | 19975 |
| **Grade and Salary** | 7 – £46,670 per annum (pro rata if part time)This role includes performance related pay progression |
| **Service and Team** | Knowledge, Intelligence & Evidence Team -Public Health and Communities (PHC) |
| **Location** | Endeavour House, Russell Road, Ipswich, Suffolk, IP1 2BX |
| **Hours per week** | 37 |
| **Status** | **Permanent** |
| This role may offer the following flexible working options | * *Working part time hours (eg different hours/days to those advertised)*
* *Job sharing*
* *Working compressed hours (eg a nine-day fortnight)*
* *Term time working (including partial term-time working)*
* *Use of flexitime / time off in lieu*
* *Hybrid working options, including some home working*
* *Working from different Council buildings*
* *Working adjusted core hours (eg starting later and finishing later or other patterns)*
 |

|  |
| --- |
| **About us** |

As a modern and effective council, we understand the importance of being flexible and well-connected in the ways we work. We focus our ambitions on doing what’s right for people, our partners and our communities - both now and for the future.

That’s why, as one of the largest employers in Suffolk, we believe in empowering everyone. Through career variety and collaborative working, accessible career paths and professional development.

The support and care we offer encourages and enables you to be the best you can be. To make a meaningful impact on the world around you. To achieve a unique sense of pride in what you do, why you do it and where. **Reimagine the possibilities.**

|  |
| --- |
| **Organisational Context**  |

The Public Health and Communities (PH&C) directorate in Suffolk County Council has a wide-range of levers to improve outcomes through its responsibilities for community infrastructure, health improvement including mandated public health services, Art, Culture Heritage and Libraries, Health Care Public Health, Community Safety, Health in all policies and a collaborative leadership in data and intelligence.

PH&C ambition for Suffolk is **‘Healthier People; Healthier Places and Healthier Futures’**. We want a Suffolk which promotes and supports the health and wellbeing of all people and all ages, ensuring economic opportunities benefit everyone, so that no one is left behind; tackling the inequalities that exist and supporting those with greatest need.

The Directorate works as part of a wider integrated system alongside other Suffolk County Council directorates, Local Communities, District and Boroughs, Health and Care partners, voluntary sector, private sector to improve outcomes through collaborative efforts; building on collective strengths.

|  |
| --- |
| **Typical responsibilities of a role at this level** |

* Influence the organisation and wider Suffolk System to change and improve and consider how they can flex to meet local needs.
* Challenges and stretches the Council and the wider Suffolk System through questioning performance and delivery of outcomes, facilitating a whole systems approach to service re-design, making best use of resources.
* Leads on integrated approaches as a way of working.
* Facilitates creative thinking for practitioners and decision makers.
* Contribute to the delivery of services and projects that align with the Public Health and Communities Strategy
* Define, develop and facilitate the relationship between the delivery of the local response of the Council and the interdependent transformation programmes of other directorates.
* Facilitate relationships with key operational officers from within County Council directorates.
* Engage with public sector partners to ensure that wherever possible we are taking a ‘Suffolk system’ approach which is in the best interests of the local residents.
* Ensure that the County Council has appropriate representation and engagement in all partnerships, initiatives, and activities.
* Provide support to relevant Cabinet Members as required
* Ensure the resources made available are managed effectively, imaginatively, and efficiently.
* To role model behaviours set out in the corporate competency framework in line with the ASPIRE values.
* To design services and their monitoring and evaluation, using evidence of need, equity, effectiveness and impact and cost effectiveness.
* Work with the Knowledge and Intelligence function to ensure evidence led approach which incorporates local and service intelligence alongside data to inform priorities and activity.
* To communicate and promote the County Councils’ and Directorate vision, values, objectives and priorities both internally and externally.
* To initiate and develop the wider networks and partnerships that SCC needs to enhance its services to the citizens of Suffolk.

|  |
| --- |
| **Our approach and principles** |

The way in which we work and our culture is essential to supporting people in Suffolk to live healthier lives; enable communities in Suffolk to become healthier places; and ensure everyone in Suffolk has a good chance of a healthier future; the PH&C team build on a number of core principles.

We take an **Asset Based approach** valuing the skills, knowledge, connections and potential in our communities and use them as the foundation for our work. Our approach is **needs based and Inclusive**, targeting our efforts and resources proportionately to need and working in ways which promote equality, diversity and inclusion, within our teams and in our organisation, and in the services and support we provide.

We are **environmentally conscious** considering climate and the natural environment in all that we do to reduce our impact on the planet.

We take a **place-based** approach adapting our interventions and actions to local situations to maximise impact. We recognise that some health challenges are too widespread e.g. obesity to be tackled only through traditional services, and that addressing them requires different approaches, such as **digital** and working with partners to embed the consideration of health and wellbeing into their decision making through a **Health in all policies** approach. We work with communities to fully **co-produce** plans, projects and approaches alongside them whenever possible.

Our work is informed by **data, evidence, intelligence, theory, and local knowledge** ensuring we make robust decisions about what we do, and we measure and **evaluate** the impact of all our work, using Outcome Based Approaches. We are **flexible and innovative** adapting our response to changing needs and situations and enabling our teams to continuously improve and share their knowledge, skills and practice. We recognise that sometimes **we need to lead and sometimes we need to support other partners** to lead.

|  |
| --- |
| **What you will be expected to deliver in the role** |

**Day to day tasks may include:**

* Lead quantitative analysis of health and care data. This includes developing a new programme of work for the ICB’s Cancer Transformation team, leading analysis of linked data to understand health care need, the prevalence of risk factors, and the relationship between these factors and performance of cancer services.
* Further our understanding of where the sharpest health inequalities are being felt amongst SNEE citizens with cancer or at the greatest risk of developing cancer and provide expert analytical advice to stakeholders to help identify solutions.
* Act as an analytical expert fo SNEE ICS, working with stakeholders to define meaningful questions and then extracting, analysing, and presenting linked health, care, and wider determinants of health data to answer these questions. This includes core statistical analyses such as identifying trends, testing for statistical significance, forecasting, and demographic analysis.
* Be an expert user of a wide range of key datasets needed for the analysis of population health and cancer transformation as well as performance across integrated care, including cancer registry data as well as NHS commissioning datasets and general practice data.
* Play a lead role in the ongoing development of the Intelligence Function for SNEE through the development and provision of clear cancer health intelligence and advice, making ‘self-service’ data accessible to all where appropriate and presenting information with statistical rigour.
* Ensure that the work of the SNEE Intelligence Function is responsive to the needs of SNEE residents and health and care commissioners and informs priority setting and the best use of resources to maximise the health and wellbeing benefit for the SNEE population.
* Act as a senior analyst in ensuring that the evidence and analysis driving health and care commissioning is of the highest quality and both improves population health outcomes and tackles health inequalities.
* Provide easily accessible and high-quality data and intelligence for the SNEE ICS using a range of approaches including written reports, infographics, numerical and statistical analysis, videos, and presentations. Support other analysis within SCC and the wider Suffolk system to acquire the skills to do this locally.
* Link in with analytical leads and teams across the East of England region and nationally on innovative approaches to improving evaluation analysis and outputs.
* Develop and maintain good relationships with key specialist stakeholders, including the SNEE Intelligence Function ‘spokes’; other East of England Intelligence Functions; and external bodies including OHID, NHS England and UKHSA.

Although this list provides examples of what you will be doing it’s not intended to be exhaustive, and you will have personal objectives linked to our People Plans and Strategies that will be discussed and agreed with your line manager when you start.

Although this list provides examples of what you will be doing it’s not intended to be exhaustive, and you will have personal objectives linked to our People Plans and Strategies that will be discussed and agreed with your line manager when you start.

|  |
| --- |
| **Person Profile – what you will bring to the team** |

**Qualifications and professional memberships**

1. Educated to degree level or equivalent knowledge and experience in a relevant area of work.
2. Professional qualifications/registration as appropriate to the role.
3. Evidence of continued professional development. (Desirable)

**Values and personal qualities**

1. Demonstrates a passion for making a positive difference for Suffolk.
2. Shares our [[WE ASPIRE](https://www.suffolk.gov.uk/jobs-and-careers/working-for-suffolk-county-council/our-weaspire-values/)](https://www.careers.suffolk.gov.uk/home/about/our-values) Values and strives to lead by example in relation to these.
3. A strong commitment to fairness and Equality, Diversity and Inclusion (EDI).
4. Strives to continuously improve in everything they do, taking the initiative to learn and develop.
5. Brings creativity into their work through innovation and openness to change.
6. Collaborates well with others and offers assistance and support to colleagues.
7. Commitment to the safeguarding and wellbeing of service users.

**Specialist knowledge skills and experience**

1. Track record of effective leadership, networking, negotiating, persuading and advocacy skills
2. Evidence of delivering successful outcomes in a challenging financial environment within tight deadlines to an agreed set of standards.
3. Proven project/programme management skills.
4. A background of achievement within a similar public service setting.
5. Highly developed problem-solving skills, taking an evidence - led approach to service/system re-design.
6. Highly developed skills in monitoring, evaluation and reporting.
7. A well-developed range of stakeholder engagement tools, which enable co-produced/designed solutions, including service users.
8. Good awareness of relevant national policy and change management techniques.
9. Broad understanding of the range of Council and wider public sector services backed up by good political awareness.
10. Evidence of ability to develop and sustain effective partnership working/approaches.
11. Ability to develop and inform relevant policy and guidance, drawing on national and local good practice.
12. To use performance information and robust evaluation techniques to inform delivery and commissioning.
13. Capable of demonstrating leadership skills in a matrix environment.
14. Proven track record of matrix working and identifying partnership working opportunities to meet strategic priorities.
15. Advanced verbal & written communications skills and proven ability to convey varied and complex information to a range of audiences, including internal and external stakeholders, partners and staff in a creative and understandable way.

**Additional requirements**

**It would also be desirable to have**

If you think you have what it takes to be successful in this role, even if you don’t meet all the criteria, please apply. We’d appreciate the opportunity to consider your application.

|  |
| --- |
| **Travel requirements** |

On occasions, there may be a requirement for you to travel using reasonable and suitable means available to you.

|  |
| --- |
| **Our values – WE ASPIRE** |



At Suffolk County Council our WE ASPIRE values set out the behaviours we expect from everyone in the organisation regardless of who they are, what their role or grade is or where they work.

The values have been developed through feedback and input from employees at the council and underpin how we go about our everyday work. They define us and help us to be the best we can be.

Visit our [**careers pages**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) for more information on our WE ASPIRE values.

|  |
| --- |
| **Our Customer Commitment** |



In addition to our WE ASPIRE values, we also have a **Customer Commitment** which sets out a number of strong principles that help support high standards of customer service and care that we can all endeavour to consistently demonstrate.

For more information, view our [**Customer Commitment poster.**](https://sccrecruit.blob.core.windows.net/assets/SCC/Other-Docs/17.06.2020_%20CUSTOMER_COMMITMENT_POSTER.pdf)

|  |
| --- |
| **More information for recruitment applicants** |

We offer a fantastic working environment including diverse and active staff networks,

great flexible working options and many benefits, as well as the opportunity to improve the lives of Suffolk residents.

Visit the [**Suffolk County Council career website**](https://www.careers.suffolk.gov.uk/) to learn more, including information about adjustments to recruitment processes, our interview schemes and other commitments to equality, diversity and inclusion.