



Association of the Directors of Public Health

Person Specification

Job title: Policy Manager

	Essential Criteria	Desirable Criteria
Education qualifications	Degree or equivalent experience	Masters in Public Health or equivalent experience
Experience	Public Health policy and practice Development of policy Working across sectors and professions	Local authority, health or public sector background National level working Project management Line management
Skills/Ability/ Knowledge	Public Health competencies Excellent written and oral communications and interpersonal skills Political astuteness Excellent organisational and prioritisation skills – delivering successfully to deadlines Excellent IT skills	Knowledge of current health and health system environment Knowledge of local authority, NHS and other health organisations
Qualities/ Attributes	Enthusiastic and pro-active – a self-starter - able to work independently and co-operatively in a team Flexible in approach – adapting to changing circumstances Robust, resilient and confident - credible across sectors and agencies	
Other requirements	Willing to be flexible with hours and occasional off-site work	