



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 or practice Development of policy Managing projects	Local authority, health or public sector background National level working Line management
Skills/Ability/ Knowledge	Understanding of public health topics Excellent written skills and attention to detail Excellent organisational and prioritisation skills – delivering successfully to deadlines	Knowledge of current health and health system environment Knowledge of local authority, NHS and other health organisations Public health competencies
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 Strong interpersonal skills and the ability to build effective relationships	
Other requirements	Willing to be flexible with hours and occasional off-site work Provide evidence of eligibility to work in the UK	