



The Association of Directors of Public Health

Person specification

Wales Programme Manager

	Essential criteria	Desirable criteria
Education and qualifications	Degree or equivalent experience	Project or programme management qualification
Experience	Experience of building and developing partnerships/networks in pursuing common objectives Policy or public affairs experience Experience of managing projects involving multiple partners	Experience of working in public health, health or the public sector National level working
Skills, ability and knowledge	Understanding of public health topics Political awareness and sound judgement Able to build strong relationships with members and stakeholders and to influence decision makers Proven ability to write professionally and tailor to different audiences eg policy statements, letters, report, briefings Excellent communication, facilitation and interpersonal skills Excellent organisational and prioritisation skills with experience of managing a work programme with competing priorities and delivering successfully to deadlines	Working knowledge of the Welsh health system and political context including the impact of the Well-being of Future Generations Act
Qualities and attributes	Enthusiastic and pro-active – a self-starter - able to work independently and co-operatively in a team	

	<p>Confident in building relationships and representing an organisation externally</p> <p>Flexible in approach – adapting to changing circumstances</p> <p>Interest in public health and reducing health inequalities</p> <p>Ability to work with a high level of accuracy and attention to detail</p>	
Other requirements	<p>Willing to be flexible with hours and undertake meetings in Wales and occasionally London as required</p>	<p>Able to work in both Welsh and English Languages</p>