BIOS | BRITISH AND IRISH ORTHOPTIC SOCIETY

Public Health Lead Role Description and Person Specification

Main Responsibilities

- Work closely with the Department of Health and Office for Health, Improvement, & Disparities to enable all BIOS members to engage with national public health initiatives
- Take an active role in the AHPs4PH initiative
- Contribute to Allied Health Professionals (AHP) into action initiative and publicise examples of transformational ways of working.
- Work closely with Office for Health, Improvement, & Disparities and the AHP public health networks to promote the role that orthoptics plays in public health
- Embed relevant AHP Federation (AHPF) Strategy into BIOS strategy.
- Ensure that Public Health (PH) is imbedded in all CAG work streams
- Ensure orthoptics is represented on work streams and projects initiated by Office for Health, Improvement, & Disparities
- Liaise with PH representatives in the devolved countries and supporting initiatives where orthoptists can contribute
- Work with Health Education England to ensure the orthoptic profession is fully embedded in transformational ways of working
- Engage with the vision screening special interest group lead and steering committee to prepare and present evidence for the review of the national screening committee guidelines.
- Contribute to national initiatives in falls prevention, management of stroke and rehabilitation
- Respond to urgent requests for help in preparing and defending business cases for orthoptic services relating to public health
- Prepare material promoting Make Every Contact Count (MECC) to orthoptists and the AHP and wider eye health sector
- Write a minimum of two Parallel Vision articles per year
- Reply to members queries regarding public health issues
- To attend two BIOS Council meetings per year and provide reports as requested by the Chair / Vice Chair. All Council members must attend a minimum of these two face to face meetings per year.
- To act as an ambassador for the profession
- To work cooperatively and collaboratively with all board and council members

Term of office: 3 years. Incumbents can re-apply for a second term subject to the same election process. No further re-election is possible until one year has passed.

Appointment of Council members are approved by the board. Trustees reserve the right to remove a Council member during their term of office if the Board is no longer confident that the individual is able to fulfil the remit of the role.

Election process

- Candidates must be proposed by 2 full BIOS members.
- They should submit a CV with evidence to support the requirements of the role.
- They should have the support of their manager.
- Prospective candidates should be prepared to be interviewed by the honorary officers face to face or by phone/ electronic communication.
- Where more than one candidate applies there will be an election by balloting Council members following normal BIOS election procedures.

Person Specification

Post Title: Public Health Lead

Requirements:	Essential:	Desirable:
Qualifications/Training:	● Orthoptic qualification recognised for Registration (Diploma or Degree) ● Member of BIOS ● Commitment to work to requirements of the Professional Standards of the British & Irish Orthoptic Society (BIOS)	● Post graduate experience in project management ● Post graduate qualification in public health related area ● HCPC registration
Previous Experience:	● Experience of working as an Orthoptist ● Evidence of ability to complete projects ● Working in multi-professional teams communicating the orthoptic contribution ● Self-directed projects showing ability to analyse evidence and project plan	● Active participation in promoting orthoptics at local and national level ● Evidence of having worked on health projects, interacting outside orthoptics.
Skills and Attributes:	● Good evaluation and organisational skills ● Self-management skills ● Good interpersonal and communication skills ● Ability to contribute effectively at meetings with health professionals ● Present timely reports to BIOS trustees and members ● IT skills ● Methodical and well organised ● Professional attitude ● Ability to inspire others to contribute	

Knowledge:	• Portfolio of evidence demonstrating previous and existing knowledge of the area of public health • Knowledge of NHS policies and their impact upon Public Health • Demonstrable in depth knowledge of Orthoptics as a profession and how it contributes to public health • Understanding of the mechanisms of the Department of Health NHS England and Health administration in the devolved countries. • Aware of the role of Public Health England and how the profession can contribute to the workstreams generated by the AHP lead	
Requirements:	• May require travel and some overnight stays to attend meeting • ability to communicate effectively with the BIOS chair either face to face or electronically • Timely response to issues brought to the postholder's notice	