

Job description and person specification

Please note this statement is for information only and does not form part of a contract. The responsibilities articulated are not exhaustive and we are committed to working practices that are flexible, collaborative and inclusive.

Job title	Senior Health Intelligence Analyst	Location	Flexible. Occasional travel between London and Chesterfield offices
Contract type	Full time, 35 hours a week	Contract length	Permanent
Date	February 2022		

Context

We are Versus Arthritis. We are fundraisers, program managers, volunteers, administrators, editors, and accountants all doing everything we can to push back against arthritis. Together, we will continue to develop breakthrough treatments, campaign relentlessly until arthritis is seen as a priority and support each other whenever we need it. Together, we are making real progress. But there is still a long way to go, and we will not stop until no-one has to tolerate living with the pain, fatigue, and isolation of arthritis.

We have a clear strategy to deliver support, demand change and discover treatments, cures and prevention as well as understand the lives of people with arthritis - which we intend to make better today and better tomorrow. Critical to our success is growing our income and creating a sustainable organisation equipped and able to deliver the support and solutions that people will look for.

Main purpose of the role

The post-holder will be working within the health intelligence function to lead programmes of work and manage projects to better understand the UK population with MSK conditions to inform the direction of Versus Arthritis' ambitions, strategy, policy and services work. This includes analysing epidemiological data and developing and maintaining relationships with national and local stakeholders.

This role will include:

- project management
- contract management
- bespoke data analysis
- producing data reports suitable for internal and external audiences
- forming and maintain relationships with national, local policy stakeholders
- turning data into information and insight

- quality assurance of health intelligence products
- provision of training and translational support so that stakeholders can understand and act on health intelligence.

Management and key relationships

Roles managed

- No formal direct reports but post would be expected to provide guidance to the Health Intelligence Analyst

Reports to

- Health Intelligence Manager

Key Relationships

- Health Intelligence Manager, Health Intelligence Analyst
- Senior Public Health Intelligence Analyst (OHID), Health Intelligence Analyst (Research Fellow, Centre for Epidemiology)
- Internal teams across the charity who use health data in their work including the Senior Clinical Policy Advisor, Policy and Public Affairs, Communications, Research and Fundraising
- External agencies including local health systems, OHID, NHS Digital, NHS X, NHS England, and the equivalent in the devolved nations.

Main Responsibilities and Duties

- 1 Lead and manage projects that support on the development and delivery of a pipeline of insightful MSK and health data analysis and quantitative research, to better understand the UK population with MSK conditions and to inform the direction of Versus Arthritis' ambitions, strategy, policy and services work.
- 2 Obtain analyse, publish and present musculoskeletal epidemiological and health data relating to the prevalence, incidence, and economic impact of musculoskeletal conditions, including impacts on health and social care.

3	Work closely with other analysts in the health intelligence team to align priorities and maximise the impact of our work.
4	Manage and support delivering the process to meet internal needs for musculoskeletal health data, including reviewing publications for accuracy of content related to statistics and cited references, promoting organisational understanding on the nature of and need for health intelligence, and timely supply and approval of appropriate data to policy and public affairs, communications and fundraising teams in particular to support their activities.
5	Work with others, particularly the Policy and Public Affairs team, to influence improved quality, extent and use of musculoskeletal health data by statutory bodies across the four UK nations (including local health systems, OHID, NHS, DH, DWP) nationally and locally to improve musculoskeletal health for the benefit of our beneficiaries.
6	Develop and maintain excellent working relationships with external partner organisations within the academic, clinical, musculoskeletal and statutory (e.g. local health systems, OHID, NHS, DH, DWP) sectors, with a focus on health-data policy, analysis, interpretation, translation, dissemination and communication.
7	Attend and support the running of local and national meetings with key stakeholders including statutory bodies, other charities and professional organisations.
8	Help lead on the effective and accurate development, dissemination, uptake and use of musculoskeletal health data internally and externally, including production of online and printed materials including infographics.
9	With the Health Intelligence Analyst, manage and maintain the health intelligence website, intranet pages and data enquiries inbox, ensuring they are up-to-date, reflect the latest developments of the health intelligence function in the charity and queries are answered on time.
10	Provide support and guidance to internal teams on evidence gathering and appraisal, questionnaire and survey design, project evaluation and data interpretation.
11	Undertake other relevant duties as appropriate, in line with the priorities and needs of the organisation.

Criminal Record Check

Requirement

This role DOES NOT require a Criminal Record check

Person specification

Knowledge, skills and experience: key requirements

Requirement		Evaluation Stage
1	Educated to degree level in a scientific or health science discipline.	App
2	Demonstrate sound knowledge of epidemiological research methods.	App & Int
3	Experience of using multiple sets of health-related data and information systems, and large scale data sets for policy, quality improvement or research purposes, including use of statistical packages.	App & Int
4	Strong experience using NHS and other national health-based datasets.	App & Int
5	Good understanding of UK health and social care systems.	App & Int
6	Ability to interpret, present and communicate complex data in accessible lay terms, including producing data-rich reports for a range of technical and generalist audiences.	App, Int & Test
7	Ability to analyse very complex issues where material is conflicting and drawn from multiple sources.	App & Int
8	Demonstrate ability to learn quickly, adapt to novel challenges and solve complex problems, including demonstrated capability to act upon incomplete information, using experience to make inferences and decision making.	App & Int
9	Project management and organisational ability, including being able to prioritise activities and independently manage own workload that includes multiple concurrent projects.	App & Int
10	Strong written and oral communication skills, and able to work in partnership with people at all levels, demonstrating strong skills in networking and influencing.	App & Int
11	Experience using data to produce infographics or data visualisation.	App

Desirable requirements

Requirement	Evaluation Stage	
1	Educated to Masters level in a scientific or health science discipline.	App
2	Experience of working within NHS organisations, public health systems or other healthcare settings.	App & Int
3	Experience of stakeholder engagement and management.	App & Int
4	Knowledge of arthritis and other musculoskeletal conditions.	App & Int
5	Experience maintaining webpages/intranet pages.	App

Competencies

We will be looking for evidence of the following competencies during the selection process.

Competency and description	Evaluation Stage	
1	Setting direction: understanding your role, planning and prioritising work for yourself, and/or others.	App/ Int
2	Business awareness: being aware of the impact of arthritis and championing what we do using internal and/or external insight effectively.	App/ Int
3	Delivering results: using and planning the resources you have responsibility for to ensure delivery of agreed plans and priorities.	App/ Int
4	Problem solving: identifying, understanding, resolving and learning from problems.	App/ Int/ Test
5	Accountability: taking responsibility for your actions and behaviour using feedback to learn and develop.	App/ Int

6	Teamwork: contributing to and supporting your team utilising individual and shared learning and development.	App/ Int
7	Effective relationships: understanding how your behaviour affects others, showing trust, and collaborating positively.	App/ Int

Values and behaviours

Our values and behaviours framework underpins our daily working lives at Versus Arthritis. It's primarily for employees, volunteers and trustees and describes the expectations we have of each other, and our individual and collective commitment to the organisation.

Our values and behaviours directly support our brand identity and our customer experience principles. Even though the language may not be exactly the same, the principles and ideas are all consistent with our purpose and identity as Versus Arthritis.

- We value our contribution to a truly **inclusive** and **flexible** organisation, that prioritises people's **health and wellbeing**.
- We value **learning** to increase our impact for people affected by arthritis.
- We value being **accountable** for our actions and have **high expectations** of each other.
- We value **persevering** with challenges when we know **it's the right thing to do**.