

Role	Member – ‘Type 2 diabetes: preventing the progression from pre-diabetes’ Programme Development Group (PDG)
Centre	Centre for Public Health Excellence (CPHE)

ROLE DESCRIPTION

Summary	<p>The Centre for Public Health Excellence (CPHE) leads the development of NICE public health guidance, which includes evidence-based recommendations for the NHS and the wider public health community. The recommendations pay particular attention to addressing health inequalities. The latest topic is ‘Type 2 diabetes: preventing the progression from pre-diabetes’ and we are currently seeking to recruit members for the Programme Development Group (PDG).</p> <p>The PDG will consider and interpret evidence on the effectiveness and the cost effectiveness of public health interventions and programmes and will formulate recommendations to enable NICE to produce guidance for the NHS, local authorities and other relevant agencies and organisations in England on preventing the progression from pre-diabetes to type 2 diabetes.</p> <p>Members take collective responsibility for the formulation of guidance. This includes identification of key issues, consideration of assembled evidence as well as knowledge from policy and practice and development of recommendations based on these considerations.</p> <p>Guidance should be relevant and practical and therefore the PDG needs to include a range of experience, skills and competencies. Some members will be recruited because of their familiarity with research methods, while others will be recruited for their experience of practice. Members who lack competencies in, for example, economic analysis will be supported to understand the issues.</p> <p>PDG members will be supported by NICE staff responsible for the overall project management, the organisation of PDG meetings and the production of evidence reviews and economic analysis.</p>
Responsibilities	<ul style="list-style-type: none"> • Attend all PDG meetings. Meetings will be held in central Manchester • Participate in discussion and decision making at PDG meetings and outside of meetings as reasonably required. • Work with the other members of the PDG and NICE staff to identify key issues, review evidence, identify priorities for economic analysis and advise on assumptions for economic modelling • Work with other members of the PDG and NICE staff to formulate recommendations and comment on drafts of the guidance • Advise on the testing of the draft guidance through fieldwork • Agree the final recommendations and guidance • Advise on implementation issues as required • Demonstrate a commitment to promoting equalities

Conditions	<p>The development phase is scheduled to begin in September 2010 and will continue until March 2012.</p> <p>During this period there will be approximately 10 PDG meetings which will be held every 6 to 8 weeks. The meetings will be mostly one-day events held in central Manchester, with two-day meetings planned for September 2011 and February 2012.</p> <p>All necessary and reasonable expenses will be met by NICE</p>
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PERSON SPECIFICATION

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Experience of working in the NHS, government, local authority, or public health (public, private, voluntary or community sector), as a manager, practitioner, policy maker or commissioner (at national, regional or local level), or as an academic. • Experience of working to prevent type 2 diabetes in high-risk groups • Experience of working with complex information from a variety of sources 	<ul style="list-style-type: none"> • Experience of guidance development • Credible level of experience of expert committee work in a relevant setting • Understanding of the social, political, economic and professional influences on NICE
Skills	<ul style="list-style-type: none"> • A commitment to work within the framework of NICE processes, including the NICE equalities scheme and action plan • Good verbal and written communication skills • Good interpersonal skills • Commitment and enthusiasm 	<p>Familiarity one or more of the following:</p> <ul style="list-style-type: none"> • Research methods (and terminology) • Systematic reviews and critical appraisal • Economic analyses • Delivering, planning and/or commissioning services
Knowledge	<ul style="list-style-type: none"> • Knowledge of current policy and issues relating to pre-diabetes and type 2 diabetes • Knowledge of public health policy, practice and systems • Knowledge of adult health care and community services • An understanding of issues relating to equalities. 	<ul style="list-style-type: none"> • Familiarity with NICE and its methods and processes

Paper copies of this document are available on request from:

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