

Job Title: - Director of Adult Social Services

**Reference:** For P&C

**Grade:** Chief Officer

**Values:**

The council has an inclusive culture encompassing the following values which are at the heart of everything we do. The values are:

* Valuing People
* Honesty
* Striving for Continuous Improvement
* Openness
* Commitment
* Behaving with Integrity

**Purpose of the Role:**

Reporting to the Chief Executive and working with Elected Members to develop and deliver the council’s policies and strategic plans and to play a full role in corporate and portfolio leadership as a member of the council’s Leadership Team.

To be the Council’s Director of Adult Social Services (DASS), responsible for duties as set out in the statutory guidance on role and responsibilities.

Identify, lead and commission strategies to deliver the Council’s and Government’s vision for the provision of Social Care to Adults to ensure that the needs of the local community are achieved.

To demonstrate commitment and leadership of the Council’s core principles and priorities, as a member of the Council’s Senior Leadership Team.

# Main Responsibilities

1. Provide clear, visible strategic leadership to deliver better outcomes for adults that will transform the area, promoting prevention, early intervention and resilience to improve outcomes for local people, promote health, wellbeing and independence and reduce dependency on public services. Actively contribute to the council’s corporate leadership and management aimed at delivery of the council’s key contribution to making North East Lincolnshire a great place to live, work, invest and welcome visitors.
2. Provide strong, forward-thinking positive leadership and management of people, other resources and partnerships in order to deliver ever-improving performance relating to the functions for which the post holder has lead portfolio responsibility
3. To lead the development of service strategies and best practice in commissioning, and building on synergies across the directorate, with Public Health, Housing and the NHS to improve health, wellbeing and independence for local people.
4. To effectively manage and be accountable for commissioning budgets, including effective integrated commissioning with the NHS
5. To lead, inspire and transform adult social care into a consistently high performing, strengths-based service which has continuous improvement at its core.
6. To listen and respond to citizens, service users and experts by experience and promote a positive image of Islington with partner organisations and statutory and other non-statutory bodies.
7. To build strong relationships with colleagues and partners – within the Council, the NHS, the voluntary and community and other relevant services – in the development and implementation of strategies that support independence, choice, control and recovery.
8. To ensure all services, directly delivered or commissioned, are achieving high standards in safeguarding vulnerable adults and relevant safeguarding procedures are adhered to.
9. To effectively manage and be accountable for adults’ social care operational and commissioning budgets with a view to improving outcomes for local people, promoting choice, independence and control and ensuring financial sustainability for the council over the long term.
10. Lead the commissioning and management of the external provision of services to deliver value for money services to the community
11. To lead on the delivery of management and performance information in line with the Council’s best practice and ensuring compliance with statutory and non-statutory agencies for the delivery of information as required.
12. To lead for the Council on engagement with ADASS and other professional or expert bodies in the field of adults’ social care.
13. Establish effective external working relationships with key members of the community, government and other appropriate public, voluntary or business bodies, in order to address key strategic issues facing North East Lincolnshire. This will include representing the council at regional and/or national bodies/forums.
14. Ensure that service developments are properly planned, and that delivery is facilitated through the public, private and community sectors through strong and effective partnerships
15. Ensure that forward service planning takes full account of current service take up and demographic trends and that resources are targeted at needs.
16. Ensure that the range of services provided and commissioned are accessible to the whole community.
17. Demonstrate a high commitment to customer care by ensuring regular communication, visibility and feedback to service users and front line staff, taking a lead responsibility within the Adult Social Care portfolio to ensure complaints are dealt with systematically and used to drive improvement.
18. All duties and responsibilities should be carried out in accordance with council policies and procedures, in particular Financial Regulations, Standing Orders and those on equality and diversity, health and safety and environmental sustainability.
19. This post is politically restricted in accordance with Section 2(1) (b) of the Local Government and Housing Act 1989.
20. This role profile is not intended to be either prescriptive or exhaustive; it is issued as a framework to outline the main areas of responsibility at the time of writing
21. Undertake such other duties as may be reasonably expected at this level

# Employee Specification

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| **Experience** | **Essential or Desirable** | **Measured** |
| * Extensive experience of operating in a complex major public service environment, requiring astute and high political awareness and self-assured management of uncertainty | E | A/I |
| * Extensive experience of operating successfully at a strategic and corporate management level, with a proven track record in the development of corporate objectives, polices and strategies | E | A/I |
| * Extensive experience in an adult services senior lead role, in the development and successful implementation of key organisational strategies | E | A/I |
| * Experience in the commissioning for Adult Social Care including needs assessment and market shaping, ensuring quality and value for money from contracts | E | A/I |
| * Experience of successfully leading complex change and improvement programmes within a public service organisation; engaging and leading at all levels and working collaboratively across the organisation to facilitate new ideas and innovation in relation to the delivery of services | E | A/I |
| * Experience of driving improvement with a firm hold on the management of risks and financial management, taking accountability for driving excellence and delivering results; with a proven ability to drive improvements to services at pace | E | A/I |
| * Experience of successful strategic and operational resource management, including the evaluation of competing priorities and the application of rigorous monitoring and control arrangements | E | A/I |
| * A proven track record of improving services within an adult social care context. | E | A/I |
| * Demonstrable experience of joint work with the NHS. | E | A/I |
| Knowledge | **Essential or Desirable** | **Measured** |
| * Extensive knowledge and understanding of the complexities involved in delivering high quality adult’s services | E | A/I |
| * Understanding of the legal, financial and political workings of local government and current best practice on tackling the kind of challenges that face local government services | E | A/I |
| * Maintain and apply an up-to-date knowledge of current thinking and developments within their professional area with an ability to maximise their contribution by having a broader outlook than their own profession | E | A |
| * Knowledge of regulatory frameworks relevant to the role (i.e. CQC and OFSTED) | E | A/I |
| Skills and Abilities | **Essential or Desirable** | **Measured** |
| * A significant understanding of the legislative and policy framework relating to safeguarding adults, together with associated current and emerging local government issues | E | I |
| * Strategic thinking with a strong corporate orientation balanced with operational responsibility and accountability | E | I |
| * Excellent communication skills, including the ability to articulate and disseminate a vision; to present clear, accurate and concise reports to a wide range of audiences reflecting political sensitivities where appropriate | E | I |
| * Highly effectively skills to performance manage and facilitate the development of people to ensure continuing service improvement | E | I |
| * High-level analytical skills, with the ability to exercise sound judgement and cultural sensitivity through seeking creative solutions to complex situations | E | I |
| * Ability to challenge, support, influence and engage peers and senior management and working successfully with elected Members | E | I |
| * Ability to work with diverse groups and recognising and understanding the importance of a workforce that represents this diversity. Committed to role modelling and promoting inclusion and equality of opportunity and making a positive social impact on the communities in which we work | E | I |
| * The ability to act as an inspirational role model across a wide range of staff, partners and stakeholders to motivate and to enable the delivery of high quality services in a complex and demanding environment | E | I |
| * Highly resilient under pressure, enthusiastic, sensitive, with good judgement and high standards of integrity | E | I |
| * Ability to research, forecast trends and developments, organise and communicate persuasively, both verbally and in writing, with Members, local residents and other organisations | E | I |
| Training and Qualifications | **Essential or Desirable** | **Measured** |
| * Degree holder and recognised professional qualification relevant to the role | E | A/I |
| * Social work / Clinical qualification and experience as a practitioner | D | A |
| Working Arrangements |  |  |
| * Must be able to work flexibly to meet the needs of the role and organisation | E | A/I |

**Prepared by:**

**Date:**