

SEFTON METROPOLITAN BOROUGH COUNCIL
JOB PROFILE

EXECUTIVE DIRECTOR, CHILDREN'S SOCIAL CARE AND EDUCATION

JOB PURPOSE

To have key accountability and responsibility for the delivery and strategic development within the area of Children's Social Care with ability to lead other areas within the organisation as required.

Support the Council, Cabinet and the Chief Executive in the development and achievement of the Council's vision and priority outcomes.

The role will support the Chief Executive creating and sustaining consistent culture and behaviours conducive with a high performing Council, lead collectively and collaboratively within and outside the Council as key drivers of change supporting the Council to innovatively, proactively and confidently adapt to the dynamic resource and policy agenda.

The role will have very high-level accountability spanning organisational and system leadership, developing and sustaining effective partnerships, together with performance and stakeholder management and freedom to act in support of the Chief Executive.

The role will drive a high-performance culture within the Council.

The role will lead on key thematic matters and be responsible for the delivery of key corporate and Borough projects

PRINCIPAL RESPONSIBILITIES

1. Provide Strategic Leadership across the Council with specific responsibility for ensuring that priority initiatives are delivered in accordance with the Sefton Vision Outcomes Framework and the Council's Core Purpose.
2. Lead a transformational approach to the delivery of Sefton services including creating new revenue streams, new models of service delivery, new demand management methods and new operating models to achieve the Sefton 2030 vision.
3. Work with the Chief Executive, Cabinet, Council, Elected Members and colleagues to deliver our vision for Sefton.

4. Personal accountability for the delivery of a prioritised work programme with agreed thematic outcomes relating to the Sefton's Core Purpose.
5. Responsibility for Strategic resource decisions and leadership of transformational projects.
6. Develop and sustain strategic partnerships at the local regional and national level.
7. Role model the agreed leadership behaviours and support the development of a high performance, innovative and collaborative culture.

RESPONSIBILITIES

1. Provide strategic leadership to the whole Council and work in close partnership with the Chief Executive to deliver the Council's plans and develop its ambitions.
2. Ensure the Council's longer term vision, strategy and priorities are delivered.
3. Develop and embed a performance culture that delivers better outcomes for local people.
4. Work closely with all Elected Members, specifically with the Leader and Cabinet Members, and support them in undertaking their Strategic Leadership and Community Leadership roles by providing expert strategic advice, support and challenge.
5. Advocate for the needs of local people and develop strategies that enable local communities to become more resilient and self sufficient.
6. The postholder will:
 - Lead Council-wide partner Boards and working groups as required;
 - Act as the Emergency Duty Co-ordinator, on a rota basis, for the Council's Emergency Planning processes and to attend ongoing training as required;
 - Represent the Council at key Civic events as required including Remembrance Services;
 - Represent the Council at partner events as appropriate.

ROLE SPECIFIC RESPONSIBILITIES

Accountability to discharge the key duties of the statutory role of Director of Children's Services (including Education) providing expert strategic advice on statutory functions and professional practice in relation to vulnerable children requiring collaborative working across the Council and beyond.

Act in the capacity of the Authority's lead officer for Children's Social Care (including Education) to ensure the strategic planning, design and delivery of these service areas and provision of the best possible services for the people of Sefton.

To be part of the Council's Executive Leadership Team and Senior Leadership Board recognising that the role incorporates ownership, commitment and leadership responsibilities for delivery of both Council and Community strategies, working in partnership with other agencies to achieve goals and embracing the concept of One Council.

To engage colleagues responsible for the provision of children's social care and key service areas to ensure that agreed outcomes are met consistently and in accordance with agreed policies and standards.

Overall responsibility for the leadership and management of Children's Social Care providing universal and targeted services for children, young people and their families ensuring children are safeguarded and welfare is promoted. Act as required for any registration in connection with the post.

Responsibility for ensuring that the general principles stemming from the United Nations Convention on the Rights of the Child (UNCRC) are effectively implemented providing children and young people with involvement in the development and delivery of local services.

Manage, and develop the local Joint Strategic Needs Assessment (JSNA) and joint health and wellbeing strategy to promote the interests of children, young people and their families.

Oversee the provision of the Schools Functions ensuring Education Excellence for the Borough.

Achieve synergy by ensuring there is effective integration of related services within the Directorate and across the Council ensuring the contribution of private providers, and the voluntary and community sectors are effectively and appropriately harnessed. To ensure that services provided or procured are capable of meeting the Council's needs.

GENERAL:

The post will require specific safeguarding checks including a DBS. Where these are required the person appointed will be subject to those checks.

The post may require access to the Public Service Network (PSN) requiring compliance with the HMG Baseline Personnel Security Standard.

New appointments will be required to satisfactorily complete a six month probationary period.

The postholder will be expected to work flexibly and the exact nature of the duties described above is subject to periodic review and is liable to change. Out of hours working will be required as appropriate.

This job description is a representative document. Other reasonably similar duties may be allocated from time to time commensurate with the general character of the post and its grading.

All staff have a duty to take care of their own health & safety and that of others who may be affected by your actions at work. Staff must co-operate with employers and co-workers to help everyone meet their legal requirements.

The Authority has an approved equality policy in employment and copies are freely available to all employees. The post holder will be expected to comply, observe and promote the equality policies of the Council.

Since confidential information is involved with the duties of this post, the postholder will be required to exercise discretion at all times and to observe relevant codes of practice and legislation in relation to data protection and personal information.

In accordance with the Local Democracy, Economic Development and Construction Act 2009, this post has been politically restricted.

Note: Where the post-holder is disabled, every effort will be made to support all necessary aids, adaptations or equipment to allow them to carry out all the duties of the job.



EXECUTIVE DIRECTOR, CHILDREN'S SOCIAL CARE AND EDUCATION – PERSON SPECIFICATION

Personal Attributes Required	Essential (E) or Desirable (D)	Method of Assessment
<u>Qualifications / knowledge</u>		
Relevant professional experience.	E	C/AF
Knowledge and understanding of the strategic, regulatory, and political context within which local government operates with the ability to lead the service areas within the post.	E	AF/I
In depth knowledge of formulating and implementing corporate policies and strategies.	E	AF/I
Qualified Social Worker.	D	C/AF
<u>Experience Relative to Role</u>		
Experience of operating at a high level within a complex organisation involving diverse stakeholders.	E	AF/I
Ability to successfully co-ordinate and deliver large multi partner projects.	E	AF/I
Substantial and proven ability to work successfully with Elected Members.	E	AF/I
Proven track record on delivering successful leadership and management outcomes within a large organisation setting.	E	AF/I
Significant understanding of strategic policy development and implementation within a large organisation setting applicable to Local Government and Sefton Council's vision.	E	AF/I
Excellent knowledge of the working of Local Government and other public, private and voluntary sector organisations.	E	AF/I

An ability to provide and empower innovative thinking which leads to tangible delivery of outcomes.	E	AF/I
---	---	------

Assessment Methods Key:

AF – Application Form

C – Certificates

P - Presentation

I – Interview

Skill and Attitude and Value Based Criteria

- Sefton’s vision and promise sets out how we as a Council want to work with each other, and with our communities and our partners, to make Sefton a great place to be.
- Personal responsibility to support the delivery of the vision and consistently demonstrate the behaviours and values expressed in the Promise and Leadership requirements.
- Have the necessary political knowledge, skills and abilities needed to operate effectively in a political environment.
- Develop, lead, participate and collaborate in effective partnership across organisations and sectors.
- Focus on outcomes, break down barriers and facilitate One Council delivery.
- Thrive on ambiguity and demonstrate exceptional personal resilience.
- Create and sustain enabling and open relationships.
- Create the most effective environment for innovation, learning and performance.
- Lead change and empower the Council to effectively manage complexity, ambiguity, and risk.

Prepared by: **Name** D. Johnson
 Designation Chief Executive
 Date October 2021