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| Generic Role Profile: Strategic Leadership Level B - Director | |
| Role Purpose, Context and Scope: | |
| * Accountable for developing and directing the corporate activities of the Council at a strategic delivery level. * Horizon scanning 1-3 years; emerging practices and seek out the latest thinking and innovation across their service areas. * Work with Councillors in setting and delivering the strategic aims and objectives of the Services they lead. * Provide strong leadership, direction and guidance to senior managers regarding the allocation of resources, risk management, change management and management behaviours within the services they lead. * To role model the values and behaviours of the organisation so others can see and hear, and learn from you. * Lead on developing the capability of the workforce so the organisation has the right skills at the right time in the right place. | |
| Indicative Accountabilities: | Example Job Titles at Level B: |
| * To influence and contribute to delivering objectives set out in the Corporate Plan considering the impact of internal and external factors. * Create and build effective relationships internally and externally with key stakeholders and instil in direct reports the imperative for accountability, responsibility and collaboration with others, for example: Councillors, other Boroughs, the communities we serve and partners. * Lead and work collaboratively across all service areas with other senior managers (including those from partner organisations and agencies) in order to generate efficiencies. * Effectively lead and manage staff (set, monitor and evaluate objectives on a annual basis). * Drive significant cultural change through the corporate infrastructure. * Be accountable for associated budget and have affordable plans in place to deliver the Medium Term Financial Plan. * Provide assurance that the services are compliant and performance monitoring is part of the corporate rhythm, and exceptions have robust action plans. * Lead and work collaboratively across programmes and services areas to ensure effective risk management and organisational resilience, including developing effective procedures to implement the Council’s policy and strategy. * Be an ambassador for Haringey. | * Director of Adults, Health and Communities |
| Indicative Performance Measures: |
| * Specific measures from the Medium Term Financial Plan. * Achievement of Council’s Corporate Priorities. * Achievement of the outcomes within the Council’s Corporate Priorities and Workforce Plan within their service. * Participate in external assessments e.g. Ofsted, Peer Review. |
| Indicative Dimensions: | Leadership Qualities: |
| * Work involves development of specific service areas and integration of internal services with some integration with external partners. * Has a prime responsibility for the financial management of specific service area. * Jobs at this level operate with a wide level of discretion over staffing, resources and decisions provided that actions are consistent with Council policies. * Can lead and deliver in a political environment. | * **Achieving Ambitious Outcomes** – Contributes to the organisation’s vision and creates goals that have a clear focus and purpose. * **Service Excellence** – Brings something extra to the organisation so it’s able to achieve the best results. Makes excellent use of resources to achieve the highest standard of results. * **Thinks Differently** – Works with increasing complexity and ambiguous situations. Actively participates in continuous development, anticipates issues and isn’t afraid to instigate changes and innovation. * **Visible Leadership** – Makes him or herself into a definite leadership figure, recognised by the whole team. Is a clear leader, walks the talk. * **Work in Partnership; One Council** – Demonstrates organisational sensitivity – understands structures, political sensitivities and dynamics – of their own, and external partners’ organisations – which shape how things get done. * **Open Communication** - Has presence, credibility and influence. Presents compelling and coherent arguments to convince and involve others. Is approachable and responds quickly to the needs of the audience. |
| Haringey Values: |
| * Lives, and can articulate for others, our values: Caring ▪ Collaborative ▪ Community-focused ▪ Courageous ▪ Creative |
| Indicative Knowledge, Qualifications, Skills and Experience: |
| * Deep knowledge of concepts, principles and practices gained through extensive experience and development in a specific field. * Degree level or equivalent qualification plus substantial post qualifying in specialised field. * Membership of appropriate professional body by examination e.g. CIPFA, ICAEW, ACCA, CIMA * Excellent communication skills. * Ability to work with high level internal and external stakeholders. |

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| Job Title and Service Area: |
| **Job Title: Director of Finance (Section 151 Officer)**  Directorate and Service Area: **Finance**  Grade: **HB3**  Date JD Written: **October 2023** |
| Role Purpose: |
| To provide strategic leadership of the council’s finances, ensuring robust and effective financial planning, management and assurance. This includes the General Fund and Housing Revenue Account, capital, treasury, pensions, payment and strategic procurement, along with overseeing the council’s audit and risk management activities.  In fulfilling this role, the Director will set a tone and culture in line with the council’s values, and one that proactively engages all of Haringey’s diverse communities in service design, development and delivery. The Director will be the council’s lead advisor on all matters relating to financial management and planning, and responsible for discharging the relevant statutory duties and responsibilities of the Section 151 Officer.  As a member of the Council Leadership Team the Director will be expected to authentically uphold the council values, be a visible and proactive community and staff leader, and champion equalities, diversity and inclusion across their work. |
| Main Responsibilities (in addition to indicative accountabilities on generic profile): |
| 1. Play a full and proactive organisational leadership role, as part of the Council Leadership Team, deputising for the Chief Executive where needed 2. Provide clear advice to the Leader of the Council, Cabinet Members and wider council in respect of the full range of issues relating to council finances and financial planning 3. Discharge relevant statutory duties and responsibilities of the Section 151 Officer 4. Lead the development and delivery of the council’s Medium-Term Financial Strategy and associated financial plans, supporting the delivery of agreed savings 5. Provide clear financial direction, oversight and management for council activities, ensuring robust and sustainable finance decisions are made and policy, council activity and resources are effectively aligned 6. Monitor the financial performance of the council and support senior colleagues to deliver services within agreed budgets 7. To bring ideas and financial innovation to the design and delivery of services to better meet the needs of the council and the wider community 8. To produce the Annual Statement of Accounts and liaise with external auditors 9. As the chief financial officer to the pension fund, ensuring effective financial management and providing advice to its committee 10. To lead treasury management services/advice 11. To provide strategic leadership and develop corporate financial awareness and capability of debt management and credit control activities 12. To oversee the council’s audit and risk management activity, ensuring constructive challenge, identification and management of service improvements, fraud management and effective identification and management of risks 13. Provide strategic leadership across the council's strategic procurement activities, supporting efficiency improvements and making sure all procurements offer best value for the council 14. Hold all services in the Directorate to account, ensuring they are as effective, productive and delivering value for money in line with council values 15. Build and maintain strong partnerships with communities, stakeholders & external organisations in order to support the Council’s objectives – including financial bodies, Greater London Authority and neighbouring boroughs 16. Be outward focussed, bringing ideas, best practice and innovation to the design and delivery of services in order to better meet the needs of Haringey’s diverse community 17. Ensure all council policies are legally compliant and in line with best practice, influence regional and national policy in relation to council policy. |
| Knowledge, Qualifications, Skills and Experience (in addition to those on generic profile): |
| * Authentic leader who supports distributed and inclusive leadership * Considerable experience of leading complex financial services, with a track record of successful outcomes * Member of a relevant professional body and hold necessary financial qualifications * Experience of leading and motivating large teams of people in an organisation of similar size and complexity and managing large and/or multiple budgets in a constantly changing environment * Ability and passion for engaging and involving local communities in service design, delivery and improvement. * Appreciation of best practice relating to finance and financial planning, strategic procurement and audit and risk management * Comprehensive knowledge of the strategic context for the delivery of the services contained within this portfolio. * Track record of successful service improvement within comparable services * Knowledge of current environmental issues and statutory and regulatory requirements * Ability to initiate, develop and implement strategies to address complex cross-cutting issues. * Credible leader of partnerships, with the ability to advocate and champion for Haringey’s communities in a range of different partnership scenarios. |
| Dimensions: |
| Role reports to: Chief Executive  No. Direct reports: 6  Total staff headcount: c.140  Staff budget: c£7.9m  Other budget: c.£41.5m |
| Organisational Structure (attach as an appendix) |

**Appendix A – Finance Structure Chart**

