

	Job Title	Director, Strategic Commissioning and Capacity Building
	Directorate	Community Health and Wellbeing
	Department	Strategic Commissioning and Capacity Building
	Grade	Hay 3
	Reports to	Corporate Director Community Health and Wellbeing
	Staffing Responsibility	Line management of Heads of Service

Job Purpose:

1. Lead a portfolio of services in line with departmental and corporate aims and priorities, building a high performing, innovative, customer focused culture that embraces change.
2. As a member of the Directorate Leadership Team, work collegiately to formulate the strategic direction, policy, planning and delivery of services.
3. Support the Corporate Director in securing the continuous development, improvement, efficiency and success of the Directorate.
4. Contribute to the wider development and delivery of cross-Council strategic initiatives and priorities.

Dimensions:

Responsibility for managing the relevant budgets, totalling approximately £100m and a staff complement.

Principal Accountabilities:

1. Work collegiately with colleagues on the Senior Leadership Team (SLT) and make a proactive contribution delivering directorate and corporate objectives.
2. Lead and manage the Strategic Commissioning and Procurement Service in alignment with both corporate and departmental aims and priorities.
3. Provide leadership and management to achieve high performance and effective operational delivery, which will include managing the effective use of resources and staff.
4. Work closely with the Corporate Director Community Health and Wellbeing to support effective working relationships with relevant portfolio holders.
5. Support and develop partnership working, including acting as an effective ambassador and advocate with external organisations.
6. Lead a portfolio of services in alignment with corporate and departmental aims and priorities, including:
 - the development and delivery of innovative new models for commissioning and service delivery.
 - setting and monitoring clear and ambitious performance requirements.
 - robust financial management to ensure value for money.
 - creating an environment which fosters innovation and continuous improvement in service commissioning and delivery.
7. Lead, develop and promote effective partnerships with other statutory organisations, the private sector and the voluntary sector in the commissioning and delivery of services.
8. Translate strategy into ambitious and achievable service plans, within available resources and with clearly defined targets and outcomes.
9. Ensure the Corporate Director, Lead Members and the Corporate Management Team are briefed and kept up to date on the wider national strategic commissioning and procurement agenda, including highly sensitive matters likely to have a major impact on the Council.
10. Provide clear, balanced and accurate advice and guidance to the Corporate Director and Lead Members on the strategic service issues and challenges facing the council.
11. Responsible for planning, controlling and deploying financial, staffing and physical resources to best effect to deliver agreed service priorities.
12. Act as an effective ambassador and advocate with external organisations.
13. Deputise for the Corporate Director Community Health and Wellbeing as required.
14. Safeguarding is everyone's responsibility, and all employees are required to act in such a way that at all times safeguards the health and well-being of children and vulnerable adults.
15. Carry out duties with due regard to the council's customer care; equal opportunities; information governance, data protection, health and safety and emergency planning & awareness (including to provide assistance where available) policies and procedures.
16. Employees should embed environmental sustainability into their work, actively contributing to Brent becoming a carbon-neutral borough in 2030.
17. Undertake any other duties commensurate with the general level of responsibility of this post

Portfolio Responsibilities:

1. Create and lead a strategic commissioning and capacity building service, which is focused on building greater capacity and resilience within the public and third sector, driving value for money across Brent's strategic contracts and supply chains, designing and delivering market solutions to maximise benefits for our residents.

2. Lead on the development and implementation of a Strategic Commissioning Framework for the council.
3. Lead the Council's social value and community wealth building strategies, specifically tailored to the needs and ambitions of the Borough.
4. Lead a cross-Council Improvement Plan for Commissioning and Procurement built on the principles of encouraging greater innovation and driving continuous improvement
5. Provide strategic leadership across the Council, creating an effective community of practice for Commissioning and Procurement that drives high performance and is supported by a skills and training offer.
6. Strategic commissioning across the full range of people services, developing cross-council and wider partnership strategies that prioritise prevention and facilitate greater community resilience in the long-term.
7. Develop, coordinate and implement a strategic supplier and category management strategy to ensure the Council is approaching the market with a consistent voice and approach

Job Context:

1. Wide range of internal and external contacts including directors, senior managers, elected members, professional bodies, partner organisations and government functions involving the use of a wide range of interpersonal skills.
2. Partner other local authorities, public sector organisations and agencies, local businesses, the voluntary sector and other stakeholders.
3. Developing partnership working with key external stakeholders across the public, private and voluntary sectors.
4. Management and leadership of a high-performance team.
5. Lead role in the development of the council's services in this area.
6. Operates within a framework set by Corporate and Directorate Management teams but with considerable freedom to shape services.
7. Leads on policy and development and ensures implementation of new legislative requirements.
8. Ensures high professional standards.

DBS Status	Standard
Politically Restricted	Yes

Person Specification

Job Knowledge, Skills & Experience:

Specify the qualifications, experience, skills and abilities required.

All criteria are essential.

Knowledge and Qualifications:

- Degree or equivalent or extensive experience of commissioning and procurement.
- Commitment to taking responsibility for own professional learning and development.

Experience:

- A track record of achievement at a senior leadership level in a large scale, highly diverse customer centric, organisation
- Proven track record of achieving and managing cultural and organisational change and of leading improvement across commissioning and procurement services.
- Developing and delivering large scale projects and programmes.
- A record of innovative achievements in joint working with partners and stakeholders.
- Experience of contributing as part of a senior management team through effective business planning, budget management and performance appraisal.
- Substantial experience of partnership working, commanding confidence and building positive working relationships in support of key objectives.
- Experience of working with politicians or at board level.

Skills and Abilities:

- Strong Leadership and management skills including people, performance and budget management.
- Communication, negotiating and influencing skills.
- Work collaboratively corporately and departmentally creating a strong team spirit.
- Strong role model who demonstrates a personal commitment to high standards of public service, honesty and integrity and professionalism
- Develop and maintain effective partnership arrangements both internal and external to the organisation.
- Identify opportunities through multi-agency working that deliver improvements.
- Exceptional leadership ability to develop and deliver a clear sense of service direction and purpose.
- Excellent judgement and demonstrable track record of senior management decision making.
- High level planning and management skills ensuring excellent service delivery.

- Think and act strategically, analyse complex evidence and develop practical, innovative and entrepreneurial solutions to the management of strategic issues and complex problems.
- Organisational skills to translate strategy into plans and deliver high performing services, managing risks and overcoming barriers to success.
- Communication and influencing skills to inform, consult and negotiate with a wide range of audiences in a straightforward, articulate and persuasive manner and the Interpersonal ability to engender confidence and respect.