



Job Description

Designation: Executive Director for Adult Social Care & Health

Directorate: Adult Social Care & Health

Grade: JNC1

Reports to: Chief Executive

Job Purpose

The main purpose of this role is to deliver the Council's corporate ambitions – with a relentless focus on residents - through an outstanding contribution to the corporate leadership team and through the further development of an innovative, modern and inclusive Adult Social Care and Health directorate.

The role-holder will provide outstanding professional and expert advice to the Council with the aim of delivering adult and health services that are joined-up, and prevention focused, provide value for money and that are inclusive. You will seek to work across partnerships to ensure the Council is learning from best practice, is adopting innovation where appropriate, is securing the best alignment of resources with its partners and working towards delivering equitable outcomes across its diverse communities.

The role-holder will be accountable on behalf of the Council for statutory provisions relating to the Director of Adult Social Services (DASS) role and will lead integration between health and care services. The role-holder will be expected to play a leading role with partners and within the council in helping ensure that adults who need social care services and their carers, are able to live as independently as possible, exercising choice and control over their lives. This includes ensuring that safeguarding practice within Lewisham is robust and that risks are being pro-actively managed appropriately.

Specifically:

- As a member of the Executive Management Team (EMT) you will be responsible for the successful delivery of the Mayor's priorities, the Council's corporate objectives and business objectives for your designated directorate.
- maintaining and improving services under your leadership, in particular social care, and public health and ensuring that services integrate across professional boundaries, particularly with respect to Children and Young People; employment and skills; leisure and communities;

- developing early intervention and preventative strategies to minimise risk, deliver the best outcomes for communities and make effective use of resources;
- ensure the Adult Social Care & Health Directorate works in an integrated whole system approach across Public sector, Private sector and 3rd sector partners to achieve the best outcomes for Lewisham communities;
- ensure that the council is meeting it's duties under the Care Act (2014) and is prepared for CQC assurance of these duties.
- developing the operational capabilities within the workforce and across partnerships to meet the changing needs of Lewisham communities;
- budgetary control, health & safety, risk and reputation management.

Contribution to corporate managerial leadership

1. Champion Lewisham's values, its agreed way of working, and focus on citizen engagement, customer focus, progressive change and valuing diversity.
2. Be an advocate of the Lewisham community and its partners.
3. Collaborate with colleagues and contribute to the overall leadership and management of the Council.
4. Sponsor an integrated leadership approach which challenges silo working and departmentalism and models corporate working.
5. Contribute to a Council-wide approach that ensures that the Council's approach to safeguarding and prevention is robust and mitigates risk.
6. Take lead duties as required by the Council in emergency planning and business continuity arrangements.

Statutory Accountability

1. Undertake responsibilities specifically assigned to the role of Director for Adult Social Services as set out in the Care Act 2014, and any other legislation and related regulations (subject to published guidance) related to this role.

Directorate Role

1. Provide best professional advice to the Mayor, the Cabinet, the Council and the Chief Executive on policy and management issues relevant to all community services.

2. Provide assurance to the Mayor, the Cabinet, the Council and Chief Executive on all safeguarding matters pertaining to the Directorate.
3. Lead and develop an effective senior management team and ensure necessary changes to culture and practice are developed.
4. Ensure that community needs are comprehensively identified and that services are designed, commissioned and delivered in the most effective, efficient and equitable manner.
5. Maintain effective and high quality management control over relevant revenue and capital expenditure budgets and management systems, ensuring that agreed expenditure is contained within budgets and that projects are delivered to time and to a high standard.
6. Build effective and constructive relationships with stakeholders and customers in order to promote successful partnership arrangements for all service areas.
7. Provide managerial leadership to adults' social care, integrated commissioning and public health which ensures high standards, customer tailored services and customer choice.
8. Lead on developing integrated care systems for social care and health services.
9. Lead on developing further preventative strategies to improve outcomes for communities in Lewisham.
10. Ensure increased support for the community and improve access to public services.
11. Ensure service provision meets with all relevant legislation and statutory guidance.
12. Deputise for the chief executive in own area of accountability.
13. To promote an attitude and a culture which values innovation and creativity and promote a culture continuous improvement across all service areas.
14. To ensure that rigorous performance management systems exist throughout the organisation designed to monitor and review the overall effectiveness of the Council.
15. Lead through personal conduct and behaviour to reinforce the Council's values – acting to motivate others.

Our values:

*In Lewisham Council, we are **ambitious** for the future of our borough, we are **inclusive** in working with our residents, partners and*

*colleagues, and **collaborative** in how we work with them. We are **accountable** for our actions and **trustworthy** in all we do.*

Other Appropriate Duties

1. The needs and requirements of the role of Executive Director Adult Social Care & Health necessarily change and evolve over time. This job description provides an outline of current priorities. The post-holder will be required to undertake other duties and responsibilities considered appropriate to the role.



Person Specification

Post title:	Executive Director Adult Social Care & Health
Directorate:	Adult Social Care & Health
Grade:	JNC1
Report to:	Chief Executive

Knowledge and Experience

Thorough understanding of the professional and practice issues related to the delivery, support and access to services to the community.

Specific in depth knowledge and experience relating to responsibilities assigned to the role of the Director for Adult Social Services (DASS) as set out in the Care Act 2014 and related regulations.

Substantial senior strategic leadership experience in the context of supporting local communities.

Demonstrable record of success providing the highest quality services and outcomes for citizens in particular people with specific needs.

An in depth knowledge of major professional, legislative and policy issues facing the provision and reputation of local services.

Experience in planning, managing and controlling complex budgets and business planning processes to ensure the cost-effective use of resources and maximisation of external funding, to deliver identifiable outcomes.

Proven experience of leading major changes in service delivery and cultural change across teams and services, with measurable outcomes.

Substantial experience in building and maintaining strategic partnerships to deliver mutually beneficial outcomes across public sector organisations.

Substantial experience in managing strategies that cross service or professional boundaries.

A detailed knowledge and understanding of how to promote equality and diversity both in designing services for residents and with employees and across teams.

Experience of leading, managing and motivating staff across a range of professions.

Skills, Abilities and Behaviours

An ability to build relationships, inspire confidence and trust, and provide a clear sense of direction.

A demonstrable ability to generate innovative and creative solutions to challenging and complex problems.

A clear and analytical thinker combined with the communication, negotiation and influencing skills required to secure support for implementation and delivery.

An ability to provide succinct, clear and timely advice based on consultation but with full personal accountability, with highly developed written, oral and presentation skills.

Proven ability to manage organisational and individual performance to deliver strategic objectives with identifiable benefits for communities and individuals.

The ability to develop, support and role model a culture which is positive, innovative, focussed on quality and high performance in which staff are valued and encouraged.

Personal Qualities

Strong commitment to probity, honesty and openness, treating people consistently, fairly and with respect.

A passion for public service and a commitment to secure the best possible outcomes for communities and individuals in Lewisham.

Ambitious and driven for the Council, Lewisham, partners, local communities and themselves, and lead by example.

Commitment to learning and continuous improvement.

Personal and professional demeanour and credibility which commands the confidence of Members, colleagues, partners and stakeholders.

Highly developed political management skills.

Qualifications and Commitment to Personal Development

A degree or relevant professional qualification.

A commitment to refreshing and renewing skills and knowledge or new learning where required to meet the demands of the post.

An ability and willingness to seek feedback on performance in the role and self-reflect and adapt as appropriate. e.g. impact on others, personal style and behaviours.

Key Stakeholder Relationships

Internal: Councillors; Chief Executive, Executive Management Team and Directors, across the Directorate and beyond

External: Government Departments, National Consultation Groups, strategic partners, other Local Authorities, Trade Unions, MPs, partner organisations and suppliers, Professional Bodies, voluntary sector, national and local press, Local Strategic Partnership.

DBS Disclosure Required? **No** **Basic** **Enhance**