

ROYAL BOROUGH OF GREENWICH

JOB DESCRIPTION

DEPARTMENT Health and Adult Services

POSTHOLDER

SECTION

GRADE

POST DESIGNATION (TITLE) Director of Health and Adult Services

Purpose of Job:

- i) To lead the development and delivery of high quality, sustainable public health and adult care services to support people in Greenwich to lead their best lives.
- ii) To contribute to Greenwich Management Team (GMT) and corporate leadership of the Council, including delivering Our Greenwich corporate plan.
- iii) To lead partnership working with the ICB, NHS Trusts, Primary Care and Voluntary and Community Sector (VCS) partners to improve outcomes for our residents and optimise best use of resources across the health and care system.
- iv) To lead Health and Adult Services (HAS) Department to ensure high levels of staff engagement and a commitment to Equality, Diversity and Inclusion (EDI).
- v) To deliver on national, London, sub-regional and local priorities, including fulfilling the duties set out in the Care Act 2014 and any other statutory duties.

Main Duties:

- 1) Overall responsibility for shaping the vision and strategy for delivery of adult social care, including planning, developing, commissioning and delivering strengths-based, personalised, culturally sensitive and, where appropriate, integrated services to all care groups, including the safeguarding of vulnerable adults.
- 2) Provide good quality, responsive, effective and efficient services to adults and their carers which meet national and local requirements delivered through the effective management of the financial, human and physical resources available directly from the council or through other funding streams.
- 3) Overall responsibility for maintaining robust processes to meet CQC Assurance requirements.

- 4) To line manage the Director of Public Health and have oversight of public health responsibilities and initiatives to address health inequalities.
- 5) To plan, monitor and manage the departmental budget effectively and to contribute to the Council's Medium Term Financial Strategy.
- 6) To deliver identifiable achievements in relation to continuous improvement of services, the formulation and implementation of priorities, policies, initiatives and procedures.
- 7) Lead the Council's response to refugees, migrants and asylum seekers and deliver the Greenwich Borough of Sanctuary strategy and action plans.
- 8) Measurable contribution to corporate initiatives and projects, which deliver the Council's main aims and objectives and deliver Our Greenwich.
- 9) Lead the integration agenda progressed as appropriate to deliver seamless services and effective and efficient strategic commissioning. Royal Greenwich has an excellent and extensive record of integrated operational teams and strong integrated commissioning arrangements that achieve improved outcomes for our residents.
- 10) Positive, effective and productive working relationships with Council Departments, the South East London ICB, Health colleagues, Community and Independent Sector organisations, users and carers which maximise involvement in the provision of local services.
- 11) Effective protection, preventative and assessment arrangements in place to ensure the safety of vulnerable adults.
- 12) Lead a culture of ongoing review, monitoring and performance management of services to ensure appropriate levels of delivery through the most efficient means.
- 13) Services targeted, to address inequity and meet the needs of a very diverse community.
- 14) Ensure the voice of the people who draw on care and support and their carers is central to both operational and commissioning practice to embed co-production at strategic and practice level..
- 15) Pro-active, inclusive and positive leadership and motivation of a diverse staff group in order to ensure effective delivery of services in line with the Council's 'Future of Work' principles and policies.
- 16) Undertake any other work appropriate to the level and general nature of the post's duties.

Undertake all duties with due regard to the provisions of health and safety regulations and legislation, the Council's Equality Charter and all Council policies and procedures.,

Designation of the Post to which the Post-Holder normally reports to: Chief Executive

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Person Specification

- Successful track record of planning commissioning and managing services for adults at a senior level in Local Government, the Health Service or the independent Sector, through the effective development of collaborative working relationships with partner agencies and organisations.
- Outstanding interpersonal and influencing skills and the capacity to build effective partnerships with health, the independent, voluntary and community sector, elected members and colleagues.
- Experience of strategic policy development, evidence of ability to understand and analyse emerging issues and place them in an appropriate context.
- Experience of working, preferably at a senior level, in integrated health and social care services or systems.
- Ability to innovate and identify new approaches to addressing and solving complex problems.
- Experience of effectively managing the performance of services against national and local standards through the formulation of coherent strategies, service plans, milestones and targets.
- Demonstrable experience of reducing inequalities in access to, and provision of services.
- Capable of leading negotiations with partner organisations especially as they relate to negotiating formal arrangements for integrating services.
- Evidence of effective contribution to the development of quality services to a diverse community through a range of organisations.
- Experience of successfully managing significant improvements in service delivery with limited physical and financial resources.
- Ability to manage and develop a diverse workforce to achieve high performance.
- Proven leadership skills demonstrating a balanced focus on task and person.
- Demonstrable ability to manage financial, human and physical resources to best effect and within available limits.
- Educated to degree level with a Social Work or health qualification.
Evidence of continuing professional development.

- Evidence of management development and/or a management qualification.