

# Job Description and Specification

<b>Job Title:</b>	Director of Family Help & Children's Social Care
<b>Reference:</b>	CE237
<b>Service:</b>	Children and Families
<b>Grade:</b>	D
<b>Reports to:</b>	Executive Director of Children's Services
<b>Location:</b>	Delamere House, Crewe with travel to Macclesfield Town Hall and other locations within Cheshire East.
<b>DBS Check:</b>	Enhanced with Child Barred List

## Your job

The purpose of this post is to strategically lead, develop, influence, and deliver high quality social care, prevention and family help services and opportunities across the borough to achieve good or better outcomes for children and young people, promoting an inclusive and aspirational culture.

The post will work closely with the directorate leadership team, the departmental and corporate leaders, members, partners, children, and families. The post will develop effective relationships, mechanisms and arrangements to ensure the best possible family help, support and safeguarding for children and young people, including the most vulnerable and disadvantaged, in accordance with the role of the local authority and statutory requirements.

## In this job you will

1. Lead the delivery of an integrated children's service that seeks to provide the highest quality support and service provision to all of Cheshire East's children, young people and families.
2. Be responsible to the Executive Director, the corporate leadership team, the lead member, and all elected members for the delivery of key outcomes for children and young people within the directorate, the wider council, and within partnership structures.
3. Provide clear and visible leadership for the service ensuring statutory responsibilities, and the corporate and strategic objectives of the local authority are embedded in service design and delivery within the context of both the corporate plan and the children and young people's plan.
4. Embed a strong leadership culture, through emphasising the importance of relationships, seeking to inspire and connect people to enable strong performance and to drive continuous improvement, encouraging creative and productive networks to form.
5. Fully understand the boroughwide context for services to children and lead system change to enable deeper and more effective collaboration across the sectors towards improved outcomes and services closer to where children live, learn and transition.
6. Provide vision and strategic direction for the directorate through significant change, within the context of the corporate plan and other relevant plans and strategies.
7. Propose and implement policies and initiatives to improve the lives of children and families within Cheshire East
8. To drive the next phase of complex service transformation, structure redesign, efficiencies, and where appropriate investment and/or savings in relation to demand reduction and in line with the medium-term financial strategy (MTFS).

9. To be responsible, in conjunction with the Director for Education, Strong Start and Integration for the delivery of improved health, early years, prevention, early intervention and safeguarding services for children and families in Cheshire East.
10. Develop new and innovative approaches to deliver integrated services for children and young people with partners and other key stakeholders within legislative requirements and in compliance with council policies.
11. In conjunction with specialist commissioning and contracting staff, to ensure that an appropriate range of high quality and effective services are available as determined by the commissioning strategy, and provided through the service, external contracts, and/or service level agreements.
12. To be responsible to the Executive Director for the effective performance of the service and its constituent parts.
13. To deputise for the executive director of children and families and deputise as requested into the statutory DCS role.
14. To provide the council, and its elected members with appropriate advice on all aspects of the service, including strategies to secure the highest possible quality of service and fulfil the council's statutory responsibilities.
15. To be part of the directorate leadership team, ensuring a directorate-wide approach to the provision of services.
16. To lead and motivate colleagues at all levels, encouraging innovation and excellence.
17. To secure the highest managerial and professional standards, ensuring high morale, good internal communications, and equality of opportunities.
18. To ensure that an awareness of relevant national and local developments is maintained and related to the needs of the service.
19. To represent the council locally and nationally both professionally and in a leadership role.
20. To ensure good working relationships with the residents of Cheshire East, the media, voluntary community groups and providers of healthcare in the borough.
21. To ensure that services provided and internal systems and procedures in place comply with all legislation.
22. To be responsible for the health, safety, and welfare of all employees and users.
23. To manage within budgets and meet appropriate reporting deadlines.
24. To lead by example, act with drive and integrity as a member of the council's wider leadership team.
25. To drive a high support and high challenge culture that aims for excellence and ensure value for money in everything we do.
26. To act as a strategic leader, demonstrating Cheshire East's values, supporting the corporate leadership team, the committee, and all members.
27. To be adaptable, flexible, and able to deal with competing priorities, responding to daily demands of the role as well as that of the corporate leadership team.
28. To be committed to and champion diversity, inclusion, equality, and community cohesion with action support the council's diversity and equality policy.
29. To be committed to and champion safeguarding across all areas.
30. To be responsible for the delivery of improved health, early years, prevention, early intervention and safeguarding services for children and families in Cheshire East.
31. To be responsible for the delivery of improved services to enable inclusive opportunities for all children to be able to realise their potential into adulthood.
32. To be an ambassador for the principles of Cheshire East's Together for children programme and develop the service in line with the vision. To model culture change and promote communication that is clear, effective, and transparent at all levels across education, health, and local authority services. To promote and champion a relational approach to leadership and service delivery.

33. To be accountable for the effective deployment of resources to meet statutory and regulatory requirements. To lead and manage the integrated service with key responsibility for improving outcomes for children, young people and whole families.
34. To engage with elected members, responding to information requests and providing advice on issues relevant to your area of responsibility with the aim of promoting, fostering, and sustaining working relationships in the process.
35. To actively seek the engagement of members, senior officers, and partners in the children and family agenda.
36. To be responsible for Cheshire East's compliance with health and safety legislation and regulations, Care Standards Act requirements, customer care and emergency policies and procedures of the local authority. To ensure that there are robust risk management structures in place to maximise service user safety.
37. To be always accountable for the exercise of good governance and ensure that the service complies with all relevant legislation.
38. To be responsible for ensuring that children and young people and parents/carers are enabled to participate fully in planning and evaluation of service provision.
39. To be responsible for the implementation of the Children and Young People Strategy ensuring that joint planning, delivery, and monitoring arrangements are operational and that national and local objectives are being met.
40. To ensure that services operate to the required clinical, professional, and corporate governance standards.
41. To be up to date in respect of national trends, policy, legislation, statutory reviews, guidelines, initiatives, and best practice and ensuring that service planning and delivery takes these into account.
42. To embed a strong leadership culture, through emphasising the importance of relationships and practicing relationally, seeking to inspire and connect people to enable performance, to drive continuous improvement and encouraging creative and productive networks to form.
43. To fully understand the boroughwide context for services to children and lead system change to enable deeper and more effective collaboration across the sectors towards improved outcomes and services closer to where children live, learn and transition.
44. To share in the development of policy initiatives on all aspects of education and children's service provision and see these to implementation through leading specific projects and programmes.
45. To lead the service to deliver excellent services to children and families and lead on external review, scrutiny, and inspection regimes.
46. To be responsible for the management of the appropriate revenue, capital and grant budgets, including monitoring of income and expenditure, to ensure the best use is made of all available resources.
47. To plan for and ensure the delivery of improved health, early years, prevention, early intervention and safeguarding services for children and families in Cheshire East and be responsible for the deployment of resources effectively to meet statutory and regulatory requirements.

#### Key Responsibilities

48. To be professionally responsible for the leadership, strategy and effectiveness of the local authority's children's social care services including the safeguarding of children, family help services, including the supporting families grant including workforce development and compliance with professional standards.
49. To secure the provision of services which address the needs of vulnerable children and young people and their families and carers.
50. To ensure that effective systems are in place for discharging these functions, including where a local authority has commissioned any services from another provider rather than delivering them itself.

51. To work closely with other local partners to improve the outcomes and wellbeing of vulnerable children and young people.
52. To have responsibility for the performance of all local authority functions relating to the social care of children and young people.
53. To ensure that children and young people are involved in the development and delivery of local services.
54. To have a clear role in driving the development of the local joint strategic needs assessment (JSNA), children and young people's plan and joint health and wellbeing strategy.
55. To join up local commissioning plans for clinical and public health services with children's social care, where appropriate, to address the identified local needs through the JSNA.
56. To have responsibility for any agreements made under Section 75 of the National Health Service (NHS) Act 2006 between the local authority and NHS relating to social care services to children and young people – for example, pooled budgets for commissioning and/or delivering integrated services covering children's social care.
57. To ensure that there are clear and effective arrangements to protect children and young people from harm including assessment, planning and review.
58. To be a key member of the local multi agency safeguarding arrangements and to chair the learning and improvement group that reports to the executive.
59. Along with all officers and members of the local authority, to act as effective and caring corporate parents for cared for children, with key roles in improving their educational attainment, providing stable and high-quality placements and proper planning for when they leave care.
60. To have an active role in the children and young people's trust and ensure effective partnership arrangements to deliver the children and young people's plan.
61. To ensure the effective delivery of the domestic abuse partnership.
62. To act as the local authorities, representative to the shared Cheshire youth justice service and ensure that the local authority's statutory duties in relation to this shared service are fulfilled.
63. To act as the local authority's representative to the shared regional adoption agency (Adoption Counts) and ensure that the local authority's statutory duties are met.
64. To ensure that the service is compliant with Cheshire East's constitution.

**From time to time you may be asked to undertake work as may be determined by the Chief Executive and/or an Executive Director. This will be up to or at a level that is consistent with your job role. This supports our joint commitment in our employee deal to work together as one team and one council to deliver the best service for our customers and communities.**

## In this job you will need

You must be able to demonstrate the following essential requirements:

- Qualified social worker with a recognised qualification and registered with Social Work England.
- Completion of a structured management development programme.
- Keeping the people of Cheshire East at the heart of what we do
- Succeeding as a team, collaborating with colleagues and partners
- Driving things forward with ambition, creativity, and confidence.
- Showing value and respect to our colleagues, partners, and customers.
- Experience of leadership and management at a strategic level in a complex and multi-functional public sector environment, working and providing expert advice in a political context and where appropriate experience at a senior level within the context of the services that the role is accountable for.
- Experience of successful management of services designed to safeguard and promote the wellbeing of children, particularly the most vulnerable and marginalised in our communities.
- Experience of successfully managing change and partnership working, including managing people at a senior level.
- An understanding of the policy and legislative background to services for children and families, particularly in respect of children looked after or in need of protection.
- Experience of managing the interface between service provision and the regulatory framework.
- Experience of service/business planning and of leading change/redesign programmes and financial/budgetary regimes
- Evidence of developing and delivering innovation within challenging environments. Able to build a shared vision, develop partnerships, resolve complex problems and facilitate change sensitively.
- Experience of advising and building effective working relationships with elected members, inspiring trust and confidence and demonstrable evidence of political awareness. Knowledge of local authority/NHS culture, procedures and systems including the political environments.
- Evidence of successful working across organisational boundaries and in partnership/collaboration at a local, sub regional and regional level. Ability to represent the council externally, both professionally and in a leadership role.
- Experience of managing a large service with complex demands. Leading the service to get the best from staff, developing where necessary and challenging performance when needed. Leading individuals, showing genuine concern, being accessible, enabling, encouraging, and questioning.
- Excellent planning, research, organisational and decision-making skills. Ability to analyse and interpret information and data and to present to a wider audience.
- Evidence of effective project management skills and the ability to lead and deliver projects and programmes.

## Our culture

For us, it is not just about our achievements as an organisation, but about how we do it. At Cheshire East Council we are working for a brighter future together –

- **We have a shared purpose**
- **We are supported and well led**
- **We are treated fairly and highly valued**
- **We succeed together**

This is all underpinned in our employee deal and everyone is expected to uphold their commitments by living by our values and demonstrating our behaviours.

## Our values

**Flexibility:** adaptable, open to learning and resilient

**Innovation:** creative, challenges convention and always looks to improve

**Responsibility:** delivers on promises, efficient and has integrity

**Service:** listens, delivers quality, is reliable and enables others

**Teamwork:** respectful, inclusive and contributes at all levels

### Our COMMITMENT

#### Shared purpose

- Provide a safe and positive working environment
- Setting clear performance objectives with realistic timescales for delivery
- Having fair and efficient policies and procedures in place and applying them consistently
- Listen, respond and act appropriately when you tell us about something that is inappropriate or wrong

#### Well led

- Provide honest, respectful and responsible leadership
- Be fair, consistent and timely in our decision making
- Work with you, enabling you to do your best work every day with the right resources, tools and technology

#### Valued people

- Have regular, useful team meetings, keep you informed and provide an opportunity for everyone to share their views
- Treat you as individuals, be respectful, flexible and supportive
- Care for your health and well-being
- Provide you with regular, meaningful and constructive feedback on your performance through one-to-ones and performance review meetings

#### Succeeding together

- Offer you opportunities for learning and developing
- Recognise and value your hard work and contribution
- Work together as one team and one council to deliver the best service for our customers and communities

### Your COMMITMENT

#### Shared purpose

- Bring a positive and can-do attitude into work
- Be proactive and always responsive to our customers and communities
- Work responsibly and ask for help if you need it
- Tell us if you see or experience anything that is inappropriate or wrong

#### Well led

- Be honest and reliable
- Get involved, keep informed, make suggestions and share your ideas
- Embrace technology and new ways of working

#### Valued people

- Participate fully and make helpful contributions to team meetings
- Be respectful of others and work flexibly and collaboratively with colleagues and partners
- Care for your health and well-being enabling you to maximise your attendance at work
- Value helpful constructive feedback and act upon it

#### Succeeding together

- Take the opportunity to learn and develop
- Be supportive and appreciate others
- Work together as one team and one council to deliver the best service for our customers and communities

# Working for a brighter future together

