

## Role Profile

<b>Job Title:</b>	Executive Director for Children and Families (Statutory Director of Children’s Services)
<b>Location:</b>	Colindale
<b>Directorate:</b>	Family Services
<b>Grade:</b>	Grade 3
<b>Type of Working:</b>	Hybrid
<b>Reports to:</b>	Chief Executive

### 1. Job Purpose:

- To lead LB Barnet’s Children’s and Families service
- To fulfil the responsibilities of the statutory Director of Children’s Services (DCS) role
- To contribute to the overall corporate leadership of the council as a member of its Council Management Team.

### 2. Key accountabilities:

- Be responsible for leading the development and driving the implementation of programmes to improve Children and Families and to reduce expenditure – thereby contributing to the implementation of Barnet’s corporate plans, commissioning plan and medium term financial strategy.
- Be the chief source of expert leadership and advice to the Council on all aspects of Children and Families. Provide strategic policy advice to Members and Partners, including on the relative priority of outcomes.
- Play a powerful role in forging partnerships, influencing all local agencies to ensure the best outcomes for Children and Families.
- Be a highly effective leader for the Children and Families service, leading them through a period of considerable change and ensuring they continue to contribute appropriately to wider networks and to bringing Children and Families practice and research together as appropriate and that these changes are supported through a robust performance management process.
- Contribute to the wider local authority corporate agenda, ensuring appropriate advice is given to the borough’s officers and elected members on Children and Families impacts of council work.

- To use appropriate business intelligence systems to advise on highly complex information about Children and Families to the Council, Partners and voluntary organisations.
- To lead the communication, dissemination, implementation and delivery of national, regional and local policies and strategies, developing inter-agency and interdisciplinary strategic plans and programmes, working at director level and linking in with wider strategies.
- To be responsible for Children and Families targets, communicating effectively with the public and media organisations.
- Undertake appropriate learning and development to inform equitable service provision.
- Overall lead for Safeguarding across Children's Services.
- Articulating the vision for children's services across Barnet in the future and moving towards the vision of a family friendly Barnet.
- Driving forward the quality of education in Barnet and commissioning of education outcomes.
- To contribute to the corporate leadership of the council, including but not limited to: promoting equalities, diversity and inclusion; working collaboratively with Cabinet Members, CMT colleagues, other councillors and officers to shape the council's agenda and delivery programmes and deliver a balanced budget; and participating in the council's emergency response arrangements.

### 3. Financial Responsibilities:

- To ensure that revenue and capital budgets and resources are managed in line with the council's financial processes and procedures.
- To contribute to the long term financial sustainability of the council, including by delivering the income and savings agreed through the Medium Term Financial Strategy.
- To lever in third party funding, grant, private sector investment and deliver innovative funding approaches, all within carefully managed risk parameters.
- To ensure that procurement guidelines are adhered to across the service, with particular attention paid to delivering social value through procurement.

### 4. Staff Responsibilities:

- To motivate and lead all staff within the directorate.
- To ensure that equalities, diversity and inclusion are fully embedded in the work of the team.
- To recruit, develop and retain talent, and manage pro-actively underperformance where necessary

### 4. Health and Safety Responsibilities (choose one option):

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- Abide by of Barnet's health and safety policy, associated arrangements, and implement the Senior manager's/Director's responsibilities set out therein.
- Complete mandatory health and safety training
- Ensure strategic/service plans take account of health and safety risks and effects on employee wellbeing
- Monitor health and safety compliance arrangements and take action where there are concerns
- Include health and safety in regular management team/board meetings
- Lead by example, monitor and enforce health and safety compliance of managers
- Ensure sufficient resources are allocated to managing risk

### 5. **Promotion of Corporate Values**

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

**Caring / Learning to Improve / Inclusive / Collaboration**

### 6. **Flexibility**

In order to deliver the service effectively, a degree of flexibility is needed and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

### 7. **The Council's Commitment to Equality**

To deliver the council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the workplace and in the services the council delivers.

## PERSON SPECIFICATION

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Criteria	Essential/Desirable	Assessed by:
<b>Professional Membership/Qualification</b>		
Educated to degree level with significant recent experience of leading and managing Children's Services	Essential	Application/Interview
<b>Experience &amp; Knowledge</b>		
Significant experience of operating at a senior management level in a complex organisation.	Essential	Application/Interview
Significant experience of strategic planning and operational delivery, including developing and delivering to a clear vision.	Essential	Application/Interview
Experience of successfully operating within statutory obligations.	Essential	Application/Interview
Experience of working within a political environment and an understanding of local authorities and the context in which they operate.	Essential	Application/Interview
Experience in managing successful change	Essential	Application/Interview
Extensive knowledge and experience at a senior leadership level of operating in a large and complex organisation, with outstanding strategic, organisational and Team leadership skills.	Essential	Application/Interview
Understanding of development processes and development finance, and a clear track record of establishing creative approaches to funding development projects, with a sophisticated understanding of financial risk and its management.	Essential	Application/Interview
<b>Skill &amp; Ability</b>		
Strong leadership and people management skills within a complex environment.	Essential	Application/Interview
Able to manage a diverse workload with competing priorities in a fast-paced environment.	Essential	Application/Interview

Strong networking influencing and partnership development skills.	Essential	Application/Interview
Strong analytical and problem-solving skills, including the ability to balance competing priorities and considerations.	Essential	Application/Interview
Demonstrable knowledge and experience of financial management for Children's Services.	Essential	Application/Interview
Decisiveness, humility, creativity, solution focus, commercial, authoritative.	Essential	Application/Interview
<b>Values &amp; Behaviours</b>		
<b>Caring</b>		
Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Application/Interview
Empathy- I say "thank you" and "well done" where appropriate, and take time to 'check in' to see if the people I work with are ok	Essential	Application/Interview
Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt	Essential	Application/Interview
<b>Learning to Improve</b>		
Insight- I regularly rely on evidence and professional standards to support my work and decision making.	Essential	Application/Interview
Agile-I am fully empowered to act within the scope of my role	Essential	Application/Interview
Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can	Essential	Application/Interview
<b>Inclusive</b>		
Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding	Essential	Application/Interview
Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my engagement with others to challenge myself and constructively challenge others	Essential	Application/Interview
Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do.	Essential	Application/Interview
<b>Collaborative</b>		

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<p>One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek feedback and evidence as a way of learning from and improving the way I work with others</p>	<p>Essential</p>	<p>Application/Interview</p>
<p>Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet</p>	<p>Essential</p>	<p>Application/Interview</p>
<p>Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards</p>	<p>Essential</p>	<p>Application/Interview</p>