

Role Profile

Chief Executive | Leicestershire County Council
Salary: £205,686 to £234,171

Purpose of the Job

Working closely with the Leader, Cabinet, elected members, partners and communities, you will drive the delivery of our strategic ambitions to improve outcomes for all residents. You will lead a high-performing organisation with a culture of integrity, innovation, and excellence - committed to delivering high-quality, value-for-money services.

You will be responsible for shaping and delivering a compelling vision for Leicestershire's future - leading place-based change, championing partnership working, and influencing at local, regional and national levels.

Principal Accountabilities

- To fulfil the Statutory role of Head of Paid Service as defined by the Local Government and Housing Act 1989, ensuring the council operates legally, efficiently, with integrity and is 'fit for purpose'.
- To lead and be accountable for overall service delivery, managerial and inclusive leadership across the organisation.
- To lead by example in championing a corporate culture of openness, continuous improvement, curiosity, innovation, transparency and ethical leadership.
- To lead and coordinate council services for the effective and successful delivery of the council's Strategic Plan and uphold and embed the council's values and core principles.
- Act as principal policy advisor to the council, including in response to Government policies on issues such as local government reorganisation, devolution and funding reform, ensuring Elected Members receive the highest quality advice.
- As Head of Paid Service, and alongside the Director of Corporate Resources as Section 151 Officer, exercise strong financial management and a commitment to outcome based financial planning to ensure a balance of demand for services at the same time as managing expectations from residents, businesses, voluntary sector organisations, and partners.
- In consultation with the Monitoring Officer (the Director of Law and Governance) and the Section 151 Officer, ensure that legal, financial, procedural and other provisions governing the affairs of the council, are properly observed and that appropriate action is taken to protect the best interests of the council and manage risk.
- Lead organisational transformation and ensure our workforce is equipped to meet future challenges and opportunities.

- Lead the council's digital strategy, ensuring technology is leveraged to improve service delivery, resident experience, and internal efficiency, while maintaining data security and ethical use of emerging technologies like AI.
- Oversee delivery of services to residents that are people focussed, high-quality, accessible and value-for-money.
- Secure continuous improvement in the performance of the council whilst ensuring that robust performance management procedures are in place throughout all structures.
- To be the council's principal responder in the event of major emergencies and provide strong, clear, decisive, and inclusive leadership as required during emergency management situations.

Represent the Council

- Demonstrate impactful leadership and create strong relationships with strategic partners that enable the council to work across the local, regional and national system to achieve the greatest benefits for our residents.
- Lead on the development and maintenance of strong working relationships with stakeholders, partners, and the community.
- Promote and represent the voice and influence of Leicestershire locally, regionally, and nationally, as well as promoting interagency and authority working across the county to implement responsive change.
- Ensure community engagement and consultation to deliver tangible service and financial benefits for Leicestershire residents, businesses, organisations and wider stakeholders.

Support Effective Democracy

- Support elected members to create a shared vision and ambition for the council and lead and direct resources to achieve it.
- Provide strategic advice to the Leader and other elected members.
- Operate openly and effectively within a democratic system, maintaining productive relationships with elected members.

Leadership

- Provide visible and dynamic managerial leadership across the organisation, ensuring a high performance, can-do, inclusive culture.
- Ensure that the core values and behaviours of the council are maintained and promoted in all activities, at all times.
- Foster a corporate culture that promotes high quality performance, integrity and person focussed customer care in a positive work climate, enabling the council to attract and retain a diverse and high-quality workforce.
- Lead the Corporate Management team, strategic direction of the organisation and hold directors to account for the performance of their directorates.

Statutory Duties and Responsibilities

- Ensure that the council has emergency planning and business continuity arrangements in place in accordance with the Civil Contingencies Act 2004 and plays a leading role in the response to emergencies and in response to civil emergencies.
- Have overall personal responsibility and accountability for the effective leadership for health and safety in the council.
- Ensure equality, diversity, inclusion and cohesion principles are embedded across the authority and across all service provision.
- Lead and encourage others to take every opportunity to support our Looked After Children and Care Leavers through ambitious, innovative, and creative advocacy.
- Demonstrate strong commitment and support for safeguarding the welfare of children, young people, and adults at risk.

Person Specification

Chief Executive | Leicestershire County Council

Qualifications

- Degree level or equivalent professional experience.
- Evidence of continuing professional development in leadership and management.

Knowledge, Skills & Experience

- A proven track record of senior strategic leadership in a large, complex organisation with similar scope, responsibilities, budget and resources.
- Comprehensive understanding of local, regional and national government and the wider public service economy, the national and political context within which they operate and the current challenges and opportunities they face.
- Success in delivering large-scale transformation, culture change and performance improvement.
- Experience and knowledge of strategic policy formulation, including influencing at a national, regional or sub-regional level.
- Experience of working in complex political environments and building trusted relationships with key stakeholders.
- Evidence of sound financial management skills and commercial awareness with the ability to interpret and understand complex financial and budgetary information.
- Detailed knowledge of major legislative and other issues facing local and regional government with a particular focus on achieving effective delivery of services at a time of significant financial challenges.
- Evidence of successful partnership working and networking including with key stakeholders e.g. citizens, trade unions, voluntary sector, business communities, government departments, and public agencies.
- Evidence of the ability to provide clear, strong, reflective and motivational leadership to create a high performance culture.

Attributes

- A strategic thinker with clear vision and strong delivery focus.
- Evidence of significant innovation and challenge to conventional management logic.
- A values-led leader with integrity, empathy and courage.
- An exceptional communicator and partnership builder.
- Politically astute and emotionally intelligent.
- Emotionally resilient, adaptable, and skilled at challenging the status quo constructively and diplomatically.
- Accepts accountability and holds others to account.