

# Bradford Council

Assistant Director  
People Commissioning

March 2026



# Welcome

## Dear Candidate

Thank you for your interest in joining Bradford Council at such an important moment in our journey.

We are one of the largest and most diverse districts in the country, a place of energy, creativity and strong communities, with over 150 languages spoken and a population that is both young and growing. Alongside this, we are a place of real contrast: facing significant challenges, including deprivation and health inequalities, but also rich in cultural assets, heritage and opportunity.

Our ambition is clear. We are determined to shape Bradford as a leading city of the future, confident in our identity, ambitious for our people, and increasingly recognised on a national stage. There is a growing sense of momentum here. Bradford is being talked about in new and exciting ways, and there is real pride in the progress we are making.

Our year as UK City of Culture has been a defining moment for us, not just in changing perceptions, but in accelerating investment, regeneration and opportunity across the district. We are building on that platform to drive long-term, inclusive growth, strengthen our economy and ensure that every community benefits.

Across the Council, we are focused on delivering better outcomes through strong partnership working, system leadership and a relentless drive for improvement. We are also continuing to evolve as an organisation by becoming more innovative, more insight-led and more connected to the people we serve.

This is a council that is ambitious for itself and for Bradford. We are shifting the narrative, focusing on our strengths and our ability to shape our own future. The roles we are recruiting to are critical to that ambition.

Working in Bradford requires creativity, collaboration and a willingness to think differently. In return, it offers the opportunity to make a real impact at scale, in a place that is proud, distinctive and firmly on the rise.

If you share our ambition and want to play a leading role in Bradford's future, we would be delighted to hear from you.

### **Lorraine O'Donnell**

Chief Executive  
City of Bradford Metropolitan District Council



# About us

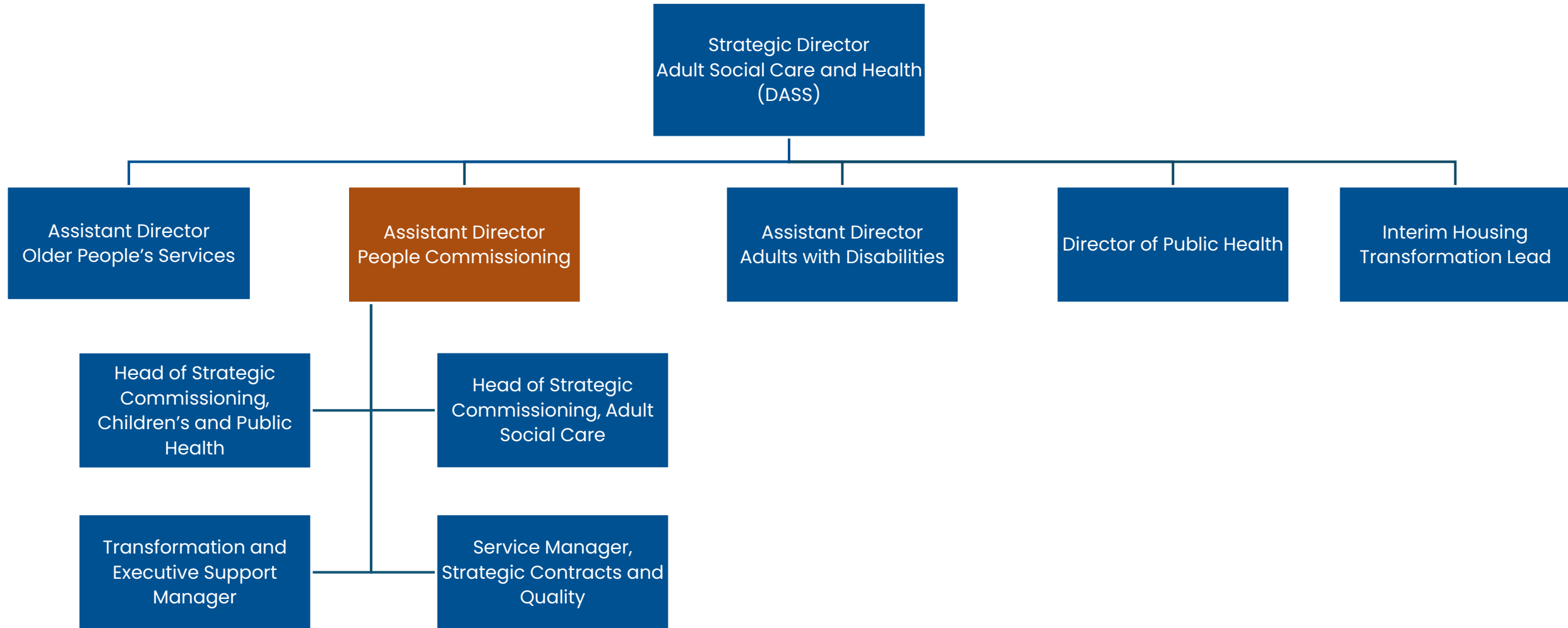
Bradford is a district defined by ambition, energy and diversity, and our council is transforming the way it delivers services for the benefit of every community. Strategic commissioning lies at the heart of that transformation, ensuring that resources are directed effectively, services meet real needs and insight and evidence drive decision-making.

Across Bradford, commissioning shapes outcomes for residents at every stage of life, from early help and social care to public health and community initiatives. With one of the most comprehensive research programmes in the country, the council is uniquely positioned to harness data and intelligence to deliver services that make a genuine difference.

This is an exciting time to join the council, contributing to an organisation that is modernising, innovating and working collaboratively to create lasting impact. The role offers the opportunity to influence how services are shaped, ensure value for money and help Bradford continue its journey of growth, inclusion and improvement.



# Management Structure



# Job description

**Job title:** Assistant Director: People Commissioning

**Directorate:** Adult Social Care and Health

**Reports to:** Strategic Director: Adult Social Care and Health

## Role Purpose

- Lead on the commissioning, contract management and quality improvement for all services within adult social care, children's social care and public health. Leading income and charging and assurance of adult social care by the Care Quality Commission.
- Build, nurture and sustain effective multi-agency partnerships ensuring the delivery of needs-led integrated, joined-up, fit for purpose and responsive services.

## Dimensions of Role

- Manage a gross budget of £14m+
- Responsibility for a workforce of c.100
- To regularly meet with very senior leaders within the council, NHS and other statutory partners and elected councillors to promote the council's business

# Corporate Responsibilities

- Contribute to the strategic leadership of the Council by establishing, leading, developing and implementing effective strategies and plans that will deliver the Council's priority outcomes.
- Create, encourage and role model a culture of achievement and service excellence through efficiency and continuous improvement.
- Inform, support and advise Elected Members so that they can fulfil their executive, scrutiny and representational responsibilities.
- Design and implement service delivery standards and performance criteria and develop and mature key performance data.
- Champion employee engagement and experience ensuring Bradford Council is a great place to work and has an inclusive culture in which all staff have a voice and are supported in achieving their potential.
- Ensure effective, efficient and sustainable use and management of resources in accordance with Council Standing Orders and Financial Regulations.
- Ensure all decisions are based on sound risk management principles which comply with Council procedures and processes within its financial, legal and statutory frameworks.
- Take collective responsibility for the delivery of the Council's transformation programmes.

# Main responsibilities

- Lead the Council's commissioning teams for care and health services, oversee the development of commissioning strategies, adhere to the Council's finance and contract regulations and deliver value for money on contracts worth in excess of £200m per annum (gross).
- Build capacity at a locality level in voluntary and community sector organisations to support early help, preventative and personalised services for people – and to promote the changing relationship between citizens, the wider community and state.
- Work jointly with NHS Commissioners and Providers to develop models of integrated service delivery to meet the health, social care and wellbeing needs of the District.
- Meet the Council's duties under relevant social care legislation and statutory requirements of Public Health for commissioning, market development, quality improvement, care provider failure, and ensuring choice and control for its citizens.
- Develop models of integration for these core functions needed for joint service delivery with the NHS, for example quality assurance, management information systems, integrated client records and manage the Section 75 agreement with the NHS.
- Further develop the personalisation agenda across adult and children's service and the NHS and develop strategies for ensuring greater choice in services through direct payments and personal budgets.

# Knowledge / Experience

- A professional, academic or management qualification or relevant professional experience.
- Successful track record at a senior management level of achieving improved key priority outcomes in a comparable organisational context and environment.
- Experience in the development, presentation and implementation of complex strategy and policy in a relevant area.
- Extensive experience of effective corporate and collaborative working, building cross sector or cross service partnerships and relationships to deliver corporate and service priorities.
- Extensive experience of successful financial management including budget formulation, financial planning, monitoring and control, within tight financial limits in a complex organisation.
- Understanding of the legal, financial and political workings of local government and current best practice on tackling the kind of challenges that face local government services.
- Ability to develop rapport and work effectively with a diverse range of people, consulting with, listening to and understanding varying needs.

# Terms of appointment

## Salary

The salary band for this role is £99,433 to £112,411 per annum on a full-time permanent basis.

## Location

The Council's main offices are located at City Hall, Centenary Square, BD1 1HY. All our staff can request flexible working such as a change of hours or working pattern.

## Leave

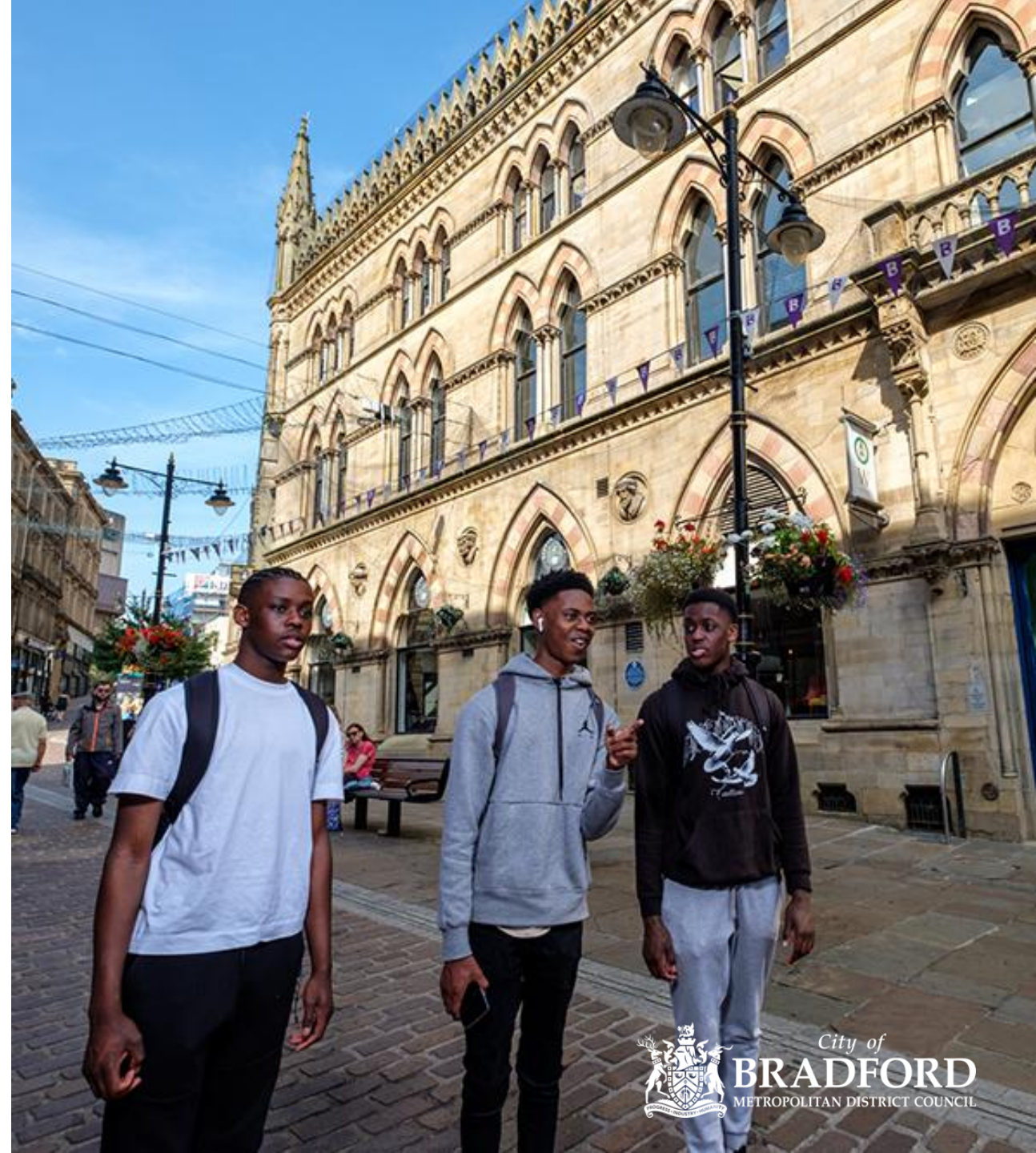
Various types of leave are available to staff depending on the circumstances including Maternity Leave, Paternity Leave, Shared Parental Leave, Adoption Leave and Fostering Leave. We also offer a generous amount of annual leave which can increase after 5 years service.

## Pension

When you commence employment with the Council, you will immediately become a member of the West Yorkshire Pension Fund. Under current regulations it is possible to opt out within the first three months.

## Other Benefits

We also offer a wide range of other benefits including an Annual Travel Card, Cycle to Work Scheme and Employee Health and Wellbeing Service. Click [here](#) to see what else is available.



# How to apply

We hope you will consider making an application. To make an application, please visit the [Starfish Website here](#) and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.

We would also be grateful if you would complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

City of Bradford Metropolitan District Council is an equal opportunities employer with certified Disability Confident status. As such, we are committed to making any necessary reasonable adjustments to remove barriers for candidates. To assist us, please clearly state which adjustments you may require in your application. Should you wish to submit your application under the Disability Confident Scheme, please indicate this in the appropriate field in the application portal.

## Key Dates

**Closing Date for Applications** Sunday 26<sup>th</sup> April 2026

**Longlisting** 29<sup>th</sup> April 2026

**Technical Interviews** 11<sup>th</sup> May 2026

**Shortlisting** w/c 18<sup>th</sup> May 2026

**Final Panel** w/c 25<sup>th</sup> May 2026

