

Job Description

Job Title: Deputy Director of Adult Social Services (Deputy DASS)

Salary: AD2

Location: Number One Riverside

Responsible to: Director of Health & Care Integration (DASS & Deputy Place Partnership Director)

Responsible for: All staff within Adult Social Care Operations

Purpose and Objectives of the role:

- Reporting to and deputising as required for the Director of Health & Care Integration (DASS & Deputy Place Partnership Director).
- Provide strategic leadership for Adult Social Care Operations, ensuring the delivery of safe, effective and high-quality services for adults in Rochdale and the fulfilment of the Council's statutory responsibilities.
- Support the DASS in setting the vision, strategic direction and priorities for the service during a period of significant change, leading transformation through clear plans, policy development and service improvement.
- Work as part of the wider corporate and leadership team to contribute to the Council's strategic priorities, public service reform and the continuous improvement of services.
- Lead the development and implementation of policies, strategies and operational approaches that improve outcomes for adults with care and support needs in Rochdale.
- Promote the Council's commitment to safeguarding and ensure that the welfare of vulnerable adults remains a key priority through effective leadership, performance management, communication and engagement.
- Develop and sustain effective partnership working with key partners across the borough, Greater Manchester, the wider region and, where appropriate, at national level.
- Ensure effective governance, assurance and risk management across all areas of responsibility.

Duties and Responsibilities:

- Work with the Council's management team, elected members and partners to ensure statutory requirements and regulatory obligations are met.
- Contribute to the development of the Council's corporate strategy, leading organisational improvement and supporting cultural change.
- Support the Director in providing leadership, strategic direction and delivery of Adult Social Care priorities, driving service improvement and coordinated implementation.
- As a member of the Wider Leadership Team, contribute to the achievement of the Council's corporate objectives and priorities.

- Support effective partnership working across the borough, including with the Rochdale Borough Safeguarding Adults Board and other key stakeholders.
- Develop and maintain positive and effective relationships with elected members, particularly the lead portfolio holder for Adult Care and Cabinet, to support the delivery of Council priorities.
- Work closely with the Director of Adult Services to develop strategic priorities and ensure the Council's statutory responsibilities are fulfilled.
- Promote collaborative and innovative approaches that respond to the changing health and social care landscape.
- Support the DASS in leading and coordinating services across the Council, health partners and other agencies to improve outcomes for Rochdale residents.

Service Delivery

- Deputise for the Director of Health & Care Integration (DASS & Deputy Place Partnership Director) as required.
- Exercise delegated authority for Adult Social Care Operations, providing assurance to the Director on the delivery of the business plan and achievement of financial, quality and performance targets.
- Lead and coordinate the development and delivery of high-quality adult social care services, ensuring continuous improvement and effective operational performance.
- Ensure effective planning, management and coordination across Adult Social Care Operations and partner organisations to meet statutory responsibilities, safeguard vulnerable adults and deliver local priorities.
- Lead the senior management team within Adult Social Care Operations, ensuring resources are planned and deployed effectively in line with strategic and operational priorities.
- Oversee the commissioning and quality assurance of services for adults, older people and people with physical disabilities, ensuring services meet the needs and values of the borough.
- Ensure services, systems and procedures comply with relevant legislation and statutory duties, including responsibilities under the Mental Capacity Act, Mental Health legislation and Deprivation of Liberty Safeguards.
- Advocate for Rochdale residents and communities, ensuring their views inform strategy, service development and delivery.
- Promote and deliver effective preventative and community-based approaches.
- Represent Adult Social Care Operations at local, regional and national forums, boards and partnership meetings.

Performance

- Lead delivery of the Adult Social Care business plan and associated improvement priorities.
- Maintain strong financial management and budgetary control, including delivery of agreed savings programmes.
- Embed a strong performance culture across all teams, supported by effective systems to monitor service quality, outcomes and compliance with statutory requirements.

- Introduce and oversee strategies and interventions that drive continuous improvement in service performance and the effective use of resources.
- Promote innovation, best practice, customer focus and improved engagement to enhance outcomes and experience for residents.
- Ensure the service is prepared for external scrutiny and inspection, including CQC, and manage associated risks to the Council's reputation.

Resource Management

- Lead the effective implementation of legislative, policy and transformational change across Adult Social Care Operations.
- Provide strategic advice and guidance to ensure statutory duties and service objectives are met.
- Be accountable for the effective use of financial, people and operational resources across Adult Social Care Operations.
- Ensure robust budget management, workforce planning and resource monitoring across all areas of responsibility.
- Lead the senior management team to ensure resources are planned, managed and deployed efficiently to achieve statutory responsibilities and service priorities.

Culture

- Promote a high challenge, high support culture that drives excellence, accountability and value for money.
- Ensure safeguarding, health and wellbeing are central to the delivery of high-quality services for vulnerable adults.
- Foster a supportive, fair and open working environment in which employees are enabled to meet required standards and deliver successful outcomes.
- Promote a culture of partnership, collaboration and continuous improvement across the borough.

Communications

- Maintain effective communication within the Wider Leadership Team and promote cross-service working for the benefit of the Council.
- Lead clear, timely and effective communication across Adult Social Care Operations to support employee engagement, coordination and service delivery.
- Build strong working relationships that support effective partnership working across the Council and the borough.

Local Democracy

- Support the Director of Health & Care Integration in advising elected members and upholding open and democratic decision-making processes.
- Provide advice, support and guidance to the lead portfolio holder for Adult Care and other elected members on adult social care matters and statutory responsibilities.
- Contribute to the Council's commitment to township working, engagement and local service delivery.

Diversity

- Demonstrate an active commitment to equality, diversity and inclusion, celebrating the diversity of the borough and supporting social inclusion and community cohesion.
- Promote and support the Council's equality and diversity strategies and policies in both employment practice and service delivery.

Person Specification

Post: Assistant Director Adult Social Care Operations (Deputy DASS)

Location: Number One Riverside or any other location within the borough of Rochdale

Essential Criteria for the Post

The successful applicant will hold a recognised professional qualification in Social Work and current registration with Social Work England.

All of the criteria will be assessed throughout the recruitment process.

Experience

1. A strong and successful track record at senior level in the management of services for vulnerable adults and families, including strategic and operational leadership that has delivered service improvement.
2. Demonstrable success in the development, monitoring and delivery of high-quality services for vulnerable adults and families.
3. A proven track record of leadership and management within a large organisation, including leading change in a way that motivates and engages employees and delivers outcomes.
4. Experience of building effective internal and external relationships with partner organisations and delivering quality services across organisational boundaries.
5. Evidence of working with political awareness and sensitivity, including supporting elected members to achieve positive outcomes for the borough.

Knowledge, Skills and Abilities

1. Strong knowledge of professional social care issues and services for vulnerable adults and families within the context of modern public services.
2. A sound understanding of performance management principles and how these can be applied to improve outcomes.
3. The ability to provide strategic leadership while balancing competing demands and resources.
4. A comprehensive understanding of local government, the national and political context in which it operates, and the current challenges and opportunities facing the sector.
5. The ability to maintain a clear overview of issues affecting the Council and manage competing priorities within financial constraints.
6. Excellent communication, negotiation and influencing skills, with the ability to use tact, diplomacy, reasoning and persuasion to resolve complex issues.
7. Strong financial awareness and an understanding of commissioning and service monitoring to meet the needs of the borough.
8. The ability to lead and manage individual and organisational performance in a way that raises standards and delivers results.

Personal Qualities

1. A personal commitment to delivering high-quality services and meeting the needs of vulnerable adults and families.
2. Strong leadership skills, with the ability to motivate and inspire others to deliver continuous improvement.
3. Resilience and the ability to respond professionally to complex and demanding situations.
4. An empowering style that values the contribution of others and demonstrates a commitment to the development of self and others.
5. Sound judgement, strong personal values and the ability to work collaboratively within a multidisciplinary environment.
6. A strong commitment to teamwork, both internally and across partnerships, to achieve effective collaboration and positive outcomes.