Generic Role Profile: Strategic Leadership  Level B - Assistant Director

Role Purpose, Context and Scope:
- Accountable for developing and directing the corporate activities of the Council at a strategic delivery level.
- Horizon scanning 1-3 years; emerging practices and seek out the latest thinking and innovation across their service areas.
- Work with Councillors in setting and delivering the strategic aims and objectives of the Services they lead.
- Provide strong leadership, direction and guidance to senior managers regarding the allocation of resources, risk management, change management and management behaviours within the services they lead.
- To role model the values and behaviours of the organisation so others can see and hear, and learn from you.
- Lead on developing the capability of the workforce so the organisation has the right skills at the right time in the right place.

Indicative Accountabilities:
- To influence and contribute to delivering objectives set out in the Corporate Plan considering the impact of internal and external factors.
- Create and build effective relationships internally and externally with key stakeholders and instil in direct reports the imperative for accountability, responsibility and collaboration with others, for example: Councillors, other Boroughs, the communities we serve and partners.
- Lead and work collaboratively across all service areas with other senior managers (including those from partner organisations and agencies) in order to generate efficiencies.
- Effectively lead and manage staff (set, monitor and evaluate objectives on an annual basis).
- Drive significant cultural change through the corporate infrastructure.
- Be accountable for associated budget and have affordable plans in place to deliver the Medium Term Financial Plan.
- Provide assurance that the services are compliant and performance monitoring is part of the corporate rhythm, and exceptions have robust action plans.
- Lead and work collaboratively across programmes and services areas to ensure effective risk management and organisational resilience, including developing effective procedures to implement the Council’s policy and strategy.
- Be an ambassador for Haringey.

Example Job Titles at Level B:
- Assistant Director
- Director of Adult Social Services
- Programme Director Tottenham

Indicative Performance Measures:
- Specific measures from the Medium Term Financial Plan.
- Achievement of Council’s Corporate Priorities.
- Achievement of the outcomes within the Council’s Corporate Priorities and Workforce Plan within their service.
- Participate in external assessments e.g. Ofsted, Peer Review.

Indicative Dimensions:
- Work involves development of specific service areas and integration of internal services with some integration with external partners.
- Has a prime responsibility for the financial management of specific service area.
- Jobs at this level operate with a wide level of discretion over staffing, resources and decisions provided that actions are consistent with Council policies.
- Can lead and deliver in a political environment.

Leadership Qualities:
- Achieving Ambitious Outcomes – Makes sure that all activities contribute towards the organisation’s vision and goals. Typically looks two to three years ahead.
- Service Excellence – Continually strives for a better future. Measures success and takes action to achieve and maintain excellence.
- Thinks Differently – Has sharp thinking to look at information in a new way. Comes up with many ideas and advocates change/new approaches. Is comfortable being uncomfortable.
- Visible Leadership – Is a corporate leader, showing teams the strategic direction. Understands individuals, what motivates them and how to get the best from people.
- Work in Partnership; One Council – Uses initiative to build networks and relationships internally and externally, consulting widely, particularly with residents. Understands the nature of conflict and finds ways to deal with this.
- Open Communication - Assertive and influential. Maintains a calm and optimistic tone, and has the confidence to challenge and persevere, even in the face of strong opposition. Listens to and shows empathy for different perspectives.

Haringey Values:
- Lives, and can articulate for others, our values: Human • Ambitious • Accountable • Professional

Indicative Knowledge, Qualifications, Skills and Experience:
- Deep knowledge of concepts, principles and practices gained through extensive experience and development in a specific field.
- Degree level or equivalent qualification plus substantial post qualifying in specialised field.
- Membership of appropriate professional body by examination e.g. CIPFA, RICS or evidence of continuing professional development (CPD).
- Excellent communication skills.
- Ability to work with high level internal and external stakeholders.
Job Specific Profile

Job Title and Service Area:

Assistant Director for Safeguarding and Social Care
Children’s Services

Role Purpose:

The purpose of this role is to lead and manage the Council's safeguarding and social care services for children, working across the local partnership, to ensure that high quality outcomes are achieved. As the lead officer for children’s safeguarding and social provision, the role will ensure that the strategic and operational arrangements enable the Council to discharge its statutory duties effectively and efficiently and secure improved outcomes for children and young people.

Main Responsibilities (in addition to indicative accountabilities on generic profile):

1. To lead the Council children’s safeguarding and social care services, ensuring services are of a high standard, robust, deliver good value for money, achieve excellent outcomes for children and young people. Ensuring that the strategic and operational arrangements, including commissioned services, enable the Council to discharge its statutory duties effectively.

2. To take a lead role within the Haringey’s Safeguarding Children’s Board, contributing to the effectiveness and impact of local safeguarding arrangements on the outcomes secured for children and young people.

3. Be responsible for the professional development of children’s social workers across the Council, including those working in other services (including the youth offending service).

4. To hold accountability for the delivery of sustainable whole-service improvement across safeguarding and social care, within the context of the Council’s approved transformation programme for Children’s Services. To deliver the new operating model, in collaboration with the Strategic Partner, to secure sustainable service improvement and excellent outcomes for children, young people and their families.

5. Through collaboration with the AD Early Help and Prevention, ensure the development of:
   - a children’s social care ‘core offer’ focus on early help and intervention, as an integral part of the new corporate Early Help framework
   - an effective and rigorous Quality Assurance function and approach to inspection readiness

6. Take responsibility for the findings of reviews and inspection findings and ensure that improvements are delivered within identified timescales and the impact on children’s outcomes clearly evidenced

7. Lead the Council’s responsibilities for corporate parenting and ensure that excellent outcomes are achieved for looked after children.

8. Lead the Council’s responsibilities for unaccompanied minors, and eligible families with no recourse to public funds.

Knowledge, Qualifications, Skills and Experience (in addition to those on generic profile):

- Educated to degree level
- Recognised Social work qualification
- Significant knowledge and understanding of safeguarding and the social care needs of children underpinned by an in depth knowledge of statutory procedures and regulatory requirements
- A recent proven track record of demonstrably improving outcomes for children
- Interacts with others in a sensitive and effective way, demonstrating a high degree of emotional intelligence. Respects and works well with a range of people to maintain the reputation of the council.
- Analyses issues quickly, making systematic and rational judgements based on the information available. Demonstrates a readiness to make decisions, taking the initiative and spurring others into action

Dimensions:

Functional Areas

- Children in Care; First Response;
- Safeguarding and Support; Resources and Placements (Children in Care);
- Special Educational Needs and Disabilities

Organisational Structure (attach as an appendix)