
Job Title:	Director of Adults & Health
Responsible to:	Chief Executive
Responsible for:	Adults & Health Directorate

PURPOSE OF JOB

The Director of Adults & Health will act as the champion for the needs and aspirations of all older and disabled people across Leeds and will be responsible for the discharge of all statutory adult social services functions, Public Health and the Health Partnerships function and such other functions as the Council may from time to time determine.

This will be done through:

- The creation of a person-centred and strengths-based culture, delivering the wider vision of adult social services: combating social exclusion for adults and informal carers; ensuring those in charge are held accountable for assessing local needs, and providing the delivery of the full range of adult social services.
- Supporting cultural and organisational change, facilitating improvement in the way that adult social services are provided and working to ensure a seamless service between the adult and children's services.
- Optimising the use and accessibility of resources for all Adults and Carers in Leeds through building and maintaining strong, effective partnerships, internally and with agencies especially the NHS.
- Strategic and professional leadership

JOB DESCRIPTION – Director of Adults & Health

SPECIFIC DUTIES AND RESPONSIBILITIES

1. Take the strategic and operational lead in developing and articulating a clear vision and effective framework for coordinated services to older people, disabled adults and their carers.
2. Contribute to the corporate leadership and management of the Local Authority to lead, plan, and deliver the Council's corporate and strategic priorities.

3. Provide strategic leadership to the Adults & Health workforce to deliver cultural and organisational change to facilitate improvement in the way that adult services are provided ensuring a continued focus on personalised and strengths-based practice.
4. Establish and maintain effective partnerships and working relations with external organisations and partner agencies to achieve integrated planning, commissioning, and delivery of joined-up adult social services.
5. Develop, in partnership with others strategic commissioning strategies and frameworks across Adult Social Services, to shape existing and future service provision. Work with the Leeds ICB to develop an integrated approach to health and care provision that includes the contribution adult social care can make.
6. Manage and control the budget for the service, ensuring that resources are deployed efficiently, and services are provided within budget.
7. Set high standards and drive the performance, effectiveness, and reputation of the authority as measured by BVPIs, public feedback and inspection, by developing integrated quality and performance management arrangements across all adult services
8. Develop strategies to maximise the use of and allocation of resources to meet statutory requirements and the needs of adults who draw on care and support in Leeds, improving access to modernised services which support people to lead rewarding and fulfilling lives and promote well-being.
9. Build strong relationships with the Lead Member for Adult Social Services that enables him/her to fulfil their statutory duties. Support the Council, Executive Board and Scrutiny Boards as the principal advisor on all aspects of strategy and service provision for Adults and their Carers.
10. Contribute pro-actively to the national debate to shape and influence the direction of Adult Social Services nationally.
11. Actively support and advocate the voice of people who draw on care and support services at the heart of decision making.

PERSON SPECIFICATION – Director of Adults & Health

Experience

1. Evidence of successful senior management experience and a successful track record of leadership in a large multi-disciplinary organisation with extensive experience in adult social services or of working with people who draw on care and support services.
2. Evidence of success in generating and managing major organisational and cultural change.
3. Extensive experience of successful strategic and corporate management and a proven track record in the development of corporate objectives, policies and strategies in a challenging organisation.
4. Evidence of building and maintaining effective relationships with elected members, key partners, service providers, stakeholders, and the wider community.
5. A track record of taking the strategic lead in forging and driving successful partnerships with a wide range of internal and external, particularly across local government and health sectors.
6. Demonstrable credibility within leadership that has enabled teams to achieve significant, sustainable service improvements and outstanding results whilst retaining a culture that recognises the needs of customers and staff.
7. Developing and sustaining a culture that meets the needs of and engages with a range of diverse communities and staff.
8. Evidence of leading, shaping and influencing cutting edge thinking and innovative practice within current organisation.
9. Evidence of success in building and enhancing the reputation of an organisation, locally and nationally with external bodies, the community, and the media.
10. Evidence of successful strategic and operational resource management, including evaluating competing priorities within tight financial limits and managing progressive and innovative budgetary arrangements such as pooled budgets.
11. Demonstrate credibility in a senior leadership position working collaboratively to lead and embed a performance management culture which delivers high quality outcomes.
12. Evidence of forging and driving successful partnerships arrangements with a wide range of internal and external bodies to successfully deliver cross-sector projects and quality outcomes.
13. Experience of managing resources to achieve improvements and excellence within financial and budgetary constraints, including the management of pooled budgets.
14. A record of promoting and delivering positive solutions to achieve diversity, inclusion, and anti-discrimination.

Ability, Skills and Knowledge

1. Excellent knowledge of the statutory functions and requirements within Adult Social Services and a clear grasp of the opportunities and challenges posed by the national Adult Social Care agenda
2. A detailed knowledge and understanding of the challenges involved in seeking to provide fully integrated social care to people who draw on care and support and their carers.
3. Effective strategic thinker with a strong corporate orientation.
4. Excellent influencing and negotiation skills.
5. Highly developed networking, partnership, advocacy, negotiating and presentation skills.
6. Ability to promote the Council, its reputation and status at a regional and national level.
7. Ability to lead an immense change agenda.
8. A clear understanding of the workings of local government and the legal, financial, and political context of public sector management.
9. Ability to operate successfully within a political environment and work closely with elected Members.
10. Ability to focus on the customer and their needs whilst being able to develop practical and creative solutions to service and corporate problems.
11. Ability to deliver results within tight financial limitations and conflicting priorities.
12. Ability to lead and embed a performance management culture.
13. Ability to establish a culture that promotes diversity and prevents discrimination.
14. Ability to promote the Council, its reputation and status at a local, regional, and national level.

Personal Qualities

1. Strategic thinking with a strong corporate orientation balanced with operational responsibility and accountability. Commitment to the organisation, being an ambassador and representative of the city and the Council.
2. Develops trust with an engaging, collaborative, and inclusive way of working.
3. Communicates effectively using straightforward language adapting style as appropriate to ensure engagement by others.
4. Highly developed networking, partnership, advocacy, influencing, negotiating and presentation skills.
5. High degree of personal integrity with commitment to fairness, equality, diversity, and inclusion.
6. Diplomatic, approachable, and respectful, being open, honest, and responsive.
7. Seeking agreement and consensus but prepared to constructively challenge.
8. Resolving problems creatively, pragmatically, and flexibly.
9. Commitment to a collaborative style of working.
10. Able to make strong, decisive, and informed decisions.
11. Commitment to fairness and equality and sensitivity to diverse service users.
12. Professional integrity, commitment to maintaining and sharing own knowledge.

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