

Leeds City Council

Role Specification

DCS

Job title: Director of Children and Families **Date:** November 2020

Job Purpose The Director of Children and Families will champion the needs and aspirations of all children and young people and their families across the city. This will be done through effective and strong leadership which harnesses the capacity and capability to deliver improved outcomes across the city. The provision of strong and effective partnership and organisational arrangements that provide a focus on the priority needs of children and young people across the city and maximising the use and accessibility of resources by breaking down traditional boundaries and working closely with all partners to create a model of service provision that is needs-led, rather than built around professional boundaries.

You will ensure that the Council's overall vision and strategy has an appropriate focus on improving outcomes for children and young people and that senior officers understand their corporate role in delivering improved outcomes for the children and young people of Leeds. You will live and model values and behaviours to help the council to achieve the ambition to become the best city council.

Key Requirements

The role holds the statutory responsibilities of the Director of Children's Services (DCS) as defined under the Children Act 2004.

Take the strategic lead in the on-going development of a Children & Families directorate that seeks to deliver on our ambition for all children in Leeds to be happy, healthy, safe, successful and free from the effects of poverty.

To lead the development, promotion and delivery of effective partnership arrangements that engage with all of the key partners and agencies in delivering our ambitions for children and young people.

Instigate a city-wide focus on prevention and early intervention across children's services, through building and maintaining progressive delivery partnerships.

Maximise the outcomes delivered for all children and young people through developing integrated commissioning arrangements that recognise the demography and diversity of the city and respond to changing need.

Provide the necessary strategic leadership for the development, maintenance and implementation of an integrated Children's and Young People's Plan (CYPP) that is ambitious and provides clear and measurable milestones to achieve improved outcomes for children and young people.

Build a strong relationship with the Lead Executive Member for Children's Services that enables them to fulfil their political leadership role. To likewise build equivalent relations regarding the schools and learning agenda with the Lead Executive Member for Learning, Skills and Employment.

Support the Council's Executive and Scrutiny by acting as principal advisor on all aspects of strategy and service provision for children and young people.

Provide clear leadership to the children's services workforce that enables their development and provides a framework within which first class performance is the norm and innovation is a fundamental part of the culture.

To actively support and advocate the voice of children, young people and families at the heart of decision making.

Contribute to the corporate leadership and management of the Local Authority as a whole, leading, planning and delivering the Council's corporate strategic priorities.

In line with the Budget Management Accountability Framework Ensure that effective budget management and control takes place across your service, the planned level and quality of service provided for within the revenue and capital budgets are delivered and that budget pressures are resolved.

The role specification and profile are an outline only and may vary from time to time without changing the character of the job or level of responsibility

Working Context - The role is office based but post holders are expected to work flexibly both at home and at various locations across the City and region. Hours are worked mainly Monday to Friday, in accordance with the needs of the service; however the post holder will be expected to work regularly outside normal working hours, including attendance at evening / weekend meetings or events.

Role profile

With an emphasis on strong leadership this role operates within the context of the Best Council Plan and the City's broader strategic objectives. Contributing to the corporate leadership and management of the Local Authority as a whole, leading, planning and delivering the Council's corporate strategic priorities. The post holder is responsible and accountable for the full leadership and management of the Children & Families Directorate, and for creating a culture of excellence in service delivery and continuous improvement that focusses on maximising resources and delivers agreed outcomes and objectives in accordance with the values, vision and service priorities.

Guidance Note - It is essential that in your application you provide evidence of examples of proven experience in each of the following selection criteria listed in Section 1 of the Role Profile. These responses will be developed further along with the criteria under Sections 2 & 3 with those candidates invited for initial interview.

Section 1 - Experience

Demonstrate credibility in a senior leadership position working collaboratively to lead and embed a performance management culture which delivers high quality outcomes.

A proven track record of leading colleagues to achieve significant sustainable service improvements and outstanding results in a diverse environment.

Evidence of success in leading on major transformational change, developing a high performance culture which puts customers first, delivers high quality outcomes and values colleagues.

Evidence of being able to exercise good judgement in decision making.

Extensive experience of operating successfully at a strategic and corporate management level, with a proven track record in the development of corporate objectives, policies and strategies.

Evidence of leading, shaping and influencing cutting edge thinking and innovative practice.

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.

Evidence of success in building and enhancing the reputation of an organisation, locally and nationally with external bodies, the community and the media.

Of working successfully within a political context and governance framework.

Of productive collaborative, working at a senior level and having confidence and perspective to facilitate open and honest relationships with elected Members.

Demonstrate experience and commitment to the engagement of children, young people and families in decision making processes.

Of successful strategic and operational resource management, including the evaluation of competing priorities and the application of rigorous monitoring and control arrangements.

Of managing resources to achieve improvements and excellence within financial and budgetary constraints, including the management of pooled budgets.

Of a record of promoting and delivering positive solutions to achieve diversity, equality of opportunity and prevent discrimination.

Of developing and managing a transparent framework for compliance with national, regional and local requirements

Section 2 - Ability, Skills and Knowledge

Ability to work successfully with a wide range of stakeholders to develop, communicate and gain ownership of a shared vision and direction.

Ability to lead and motivate others through difficult times and periods of significant change.

Ability to work collaboratively with partners and colleagues whilst also being able to exercise judgement where strong decisive decision making is required.

Understanding, developing and sustaining a culture that meets the needs of and engages with a range of diverse communities and staff.

Ability to promote the council, its reputation and status at a local, regional and national level.

Understanding of and sensitivity to working successfully within a political context and governance framework.

Ability to develop and maintain constructive relationships with elected Members, giving timely and appropriate advice and influencing policy in a variety of forums.

Able to develop practical and creative solutions to service and corporate problems.

An understanding of the principles of the participation of children, young people and families and an ability to communicate effectively with children, young people and families.

Understanding and application of risk management and health and safety principles and requirements.

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.

Maintain and apply an up-to-date knowledge of current thinking and developments within their professional area with an ability to maximise their contribution by having a broader outlook than their own profession.

Section 3 - Personal Qualities

Strategic thinking with a strong corporate orientation balanced with operational responsibility and accountability.

Develops trust with an engaging, collaborative and inclusive way of working;

Communicates effectively using straightforward language adapting style as appropriate to ensure engagement by others.

Highly developed networking, partnership, advocacy, influencing, negotiating and presentation skills.

High degree of personal integrity with commitment to fairness, equality and diversity.

Commitment to the organisation, being an ambassador and representative of the city and the council.

Diplomatic, approachable and respectful, being open, honest and responsive.

Seeking agreement and consensus, but prepared to constructively challenge.

Resolving problems creatively, pragmatically and flexibly.

Commitment to a collaborative style of working.

Able to make strong, decisive and informed decisions.

Commitment to fairness and equality and sensitivity to diverse service users.

Professional integrity, commitment to maintaining and sharing own knowledge.

LCC Values

Leeds City Council values are at the heart of everything we do. They inform the way we design and deliver our services and the way we all work and behave. Leeds City Council expects all its employees and councillors to observe our core values and to understand our codes of conduct for ethical behaviour, correct use of the Digital Information Service (DIS) facilities and protection of sensitive information.

They reflect the current needs of the city. In a period of immense change and real challenge we must be both confident and decisive about what we do and how we do it. Observing our values can help us:

Working as a Team for Leeds Work in ways which are open, inclusive, responsive and accountable to develop and maintain good working relationships with internal and external customers, other stakeholders and partners to achieve excellent outcomes for the citizens of Leeds

Being Open, Honest & Trusted Ensure citizens and council members are provided with all relevant information to make decisions, learn from mistakes and seek to promote continuous improvement and best practice

Working with Communities Work effectively with the variety of partners to deliver services, communicate and involve stakeholders and the wider community in new developments to encourage ownership and commitment

Treating People Fairly Recognise that everyone has an equally important part to play within the Council and value the diverse and vibrant nature of the city and all its citizens

Spending Money Wisely Set high expectations of achievement across a range of strategic outcomes, actively seek out opportunities to improve delivery of services through partnership and feedback from service users

Working Context Working environment including any specific risks

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