

## Leeds City Council Job Profile

<b>Directorate</b>	Children and Families
<b>Service Area</b>	Social Care
<b>Job Title</b>	Deputy Director (Social Care)
<b>Grade</b>	Dir 95%
<b>Conditions of service</b>	JNC Terms and Conditions
<b>Reports to</b>	Director of Children and Families

**Job purpose** The Deputy Director (Social Care) will provide strategic leadership, providing advice and expertise to decision makers across the Council. Working with key partners at national, regional and local level championing initiatives within the organisation and supporting the delivery of real change across the city.

Working as part of the senior leadership team, the role will live and model values and behaviours to help achieve our ambition to become the best city council in the country and our aspiration, shared across our partners, to become the first truly child friendly city.

The role will draw together services across the City that work with children and young people identified as being particularly vulnerable and having the most complex needs. The role is jointly and directly responsible for ensuring all children and young people are safe from harm; do well in learning; have skills for life; choose healthy lifestyles; have fun growing up; and are active citizens who feel they have voice and influence.

### Responsibilities

- Support the Director in leading the Children & Families Directorate to develop a high performing workforce and manage resources to achieve service and overarching objectives in line with the city's agreed prioritisation.
- Working closely with the Deputy Director Learning to promote positive outcomes for children and young people across the city.
- Lead managers within the service to develop a high performing workforce and manage resources to achieve service and overarching objectives in line with the city's agreed prioritisation.
- Build strong and dynamic relationships and trust with politicians, partners, stakeholders, children and families, communities and external agencies to enhance profile and reputation. With an emphasis on strong leadership, this role operates within the context of the [Best City Ambition](#) and the city's broader strategic objectives.
- Provide strategic leadership, providing advice and expertise to decision makers across the Council.
- Work with key partners at national, regional and local level and in collaboration with colleagues and partners support the delivery of real change across the city.
- Deputise and represent the Director as and when required.
- Lead, promote and deliver positive solutions to achieving diversity and inclusion in all aspects of service delivery, community engagement and human resource areas, focussing on equality of outcome.
- 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.

- Actively drive and deliver continuous improvement initiatives taking the strategic lead in developing the service in the context of city, regional and national priorities.
- Actively support the Corporate Leadership Team in achieving continuous improvement across the Council and, develop and implement initiatives to support continuous improvement in the Directorate Services.
- Undertake effective consultation and engagement activities and communications with staff, service users, councillors, trade unions, partners and other stakeholders in accordance with Council policy.
- Work with partners and key stakeholders forging and driving successful partnership programmes to deliver cross sector priorities and outcomes.
- Monitor and review the achievement of targets in a major area of the Directorate activity and take action to ensure targets are met and improvements achieved.
- Meet agreed objectives, ensuring compliance with legislation and, where appropriate, national standards, in pursuit of excellence in service delivery.
- Motivate, develop and coach senior managers within the Directorate so that they manage the Directorate staff and other resources to achieve Directorate and Corporate objectives.
- Manage all aspects of risk and be accountable for the safety of staff, and service users in accordance with all statutory obligations and relevant health, safety and wellbeing policies.
- Work with elected members, service users and community representatives in ways which support open, responsive and accountable government providing appropriate advice relating to the work of the Directorate to Members and council officers so as to manage risk and support them in their respective roles.
- The duties outlined are not meant as an exhaustive list and will also comprise any other duties within the spirit of the post commensurate to the grade.

**Qualifications** Degree and post graduate qualification, a diploma in Social Work or equivalent, membership of relevant professional bodies and evidence of ongoing professional development.

**Working Context** - Post holders will work flexibly both at home and at various locations across the City and region. All colleagues should work in line with our hybrid working principles and spend regular time in the workplace to support service delivery, meeting the needs of the team and the requirements of their individual role. The hours are worked mainly Monday to Friday. However, the post holder will be expected to work outside normal working hours, including attendance at evening/weekend meetings or events if required to meet the needs of the service.

**Essential requirements** It is essential that the candidate should be able to demonstrate the following criteria for the post. Candidates will only be shortlisted for interview if they can demonstrate that they meet all the essential requirements.

- Evidence of ability to make reasoned and logical decisions allied with high level organisational skills.
- Excellent communication skills with the ability to influence, negotiate and establish credibility across sectors to enhance reputation and form positive relationships
- Evidence of significant successful leadership experience at a senior level within children's services or another relevant environment including experience of change and resource management.
- Evidence of working with partners and key stakeholders and of forging and driving successful partnership programmes to deliver cross sector priorities and outcomes

- Evidence of ability to make reasoned and logical decisions allied with high level organisational skills
- Experience of having developed and implemented strategies leading to successful outcomes for children and young people.
- Comprehensive knowledge and understanding of the current local, regional and national issues and the legislative and political context relating to Childrens Social Care.
- Demonstrate knowledge of applicable legislation, regulations, policies, inspections and performance information and relevant strategic functions e.g. health, safety and security, confidentiality and data protection.
- Detailed knowledge and understanding of economic strategy and policy, understanding of local government political systems and experience of working on politically sensitive issues including significant experience of developing productive working relationships with Council Members, trade unions and Corporate Leadership Team.
- Significant successful senior leadership experience
- Substantial experience of operating in a political environment
- Extensive experience of exercising sound judgement and providing clear advice at senior level.
- Experience of successful leadership and management of large scale complex change programmes with an understanding of the strategic issues that face integrated work
- Experience of developing and implementing highly complex strategies leading to successful outcomes

#### **Behavioural & other Characteristics required**

- Understand and embrace [Leeds City Council Values and Behaviours](#) and codes of conduct
- Committed to continuous improvement in all areas and work towards delivering the [Best City Ambition](#) of Health & Wellbeing, Inclusive Growth and Zero Carbon
- Be aware of promote and comply with Leeds City Council policies and procedures e.g., health, safety and security, confidentiality, and data protection.
- Be aware of and support difference ensuring equality for all working in an anti-discriminatory manner, upholding, and promoting the behaviours, values and standards of Leeds City Council.
- Recognise and appropriately challenge any incidents of racism, bullying, harassment, victimisation, and any form of abuse, ensuring compliance with relevant policies and procedures.
- Able to understand and observe Leeds City Council equality and diversity policies.
- Carry out all duties having regard to an employee's responsibility under Health and Safety Policies.

**Date Job description last reviewed:** July 2023

**Name** Julie Longworth      **Designation** Director of Children and Families