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Job Title: Programme Director Strengthening Families, Protecting Children  
Responsible to: Chief Executive  
Responsible for: SFPC Programme

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**PURPOSE OF JOB**

The Programme Director SFPC will lead and deliver LCC's contribution to the national Strengthening Families Protecting Children programme.

This will be done through;

- Effective and strong leadership which harnesses the capacity and capability to deliver improved outcomes across the city and with partner local authorities.
- The provision of strong and effective partnership and organisational arrangements that provide a focus on the priority needs of children and young people.
- Promoting and maximising the use of programme resources by breaking down traditional boundaries and working closely with all partners.

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**JOB DESCRIPTION – Programme Director SFPC**

**SPECIFIC DUTIES AND RESPONSIBILITIES**

1. Take the strategic lead in the creation and development of Leeds contribution to the SFPC programme.
2. To lead the development, promotion and delivery of effective partnership arrangements that enable partner authorities to improve outcomes for children in line with programme objectives
3. To optimise the use of resources, learning and best practice to ensure that LCC's contribution to SFPC programmes allows for greater innovation and improvement in Leeds.



4. Build a strong working relationship with stakeholders in other Councils – Leaders, Chief Executives and DCS and act as an ambassador for LCC.
5. To lead staff working the SFPC programme both from LCC and partner organisations
6. Support the Council's oversight arrangements for the SFPC programme – including reports on progress at 6 monthly and annual intervals.
7. To be the DfE's key point of contact regarding the delivery and development of the SFPC programme

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## PERSON SPECIFICATION – Programme Director SFPC

### Guidance Note

It is essential that in your written application / CV you give evidence of examples of proven experience in each of the following selection criteria listed in Section 1 of the person specification. These responses will be developed further along with the criteria under Sections 2 & 3 with those candidates invited for initial interview.

### Section 1 – Experience

1. Demonstrate credibility in a senior leadership position working collaboratively to lead and embed a performance management culture which delivers high quality outcomes.
2. A proven track record of leading colleagues to achieve significant sustainable service improvements and outstanding results in a diverse environment.
3. 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.
4. Evidence of being able to exercise good judgement in decision making.
5. 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.
6. Evidence of leading, shaping and influencing cutting edge thinking and innovative practice.
7. 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.
8. Evidence of success in building and enhancing the reputation of an organisation, locally and nationally with external bodies, the community and the media.
9. Experience of working successfully within a political context and governance framework.
10. Experience of productive collaborative, working at a senior level and having confidence and perspective to facilitate open and honest relationships with elected Members.
11. Demonstrate experience and commitment to the engagement of children, young people and families in decision making processes.
12. Experience of successful strategic and operational resource management, including the evaluation of competing priorities and the application of rigorous monitoring and control arrangements.
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, equality of opportunity and prevent discrimination.
15. Experience of developing and managing a transparent framework for compliance with national, regional and local requirements.

### **Section 2 – Ability, Skills and Knowledge**

1. Ability to work successfully with a wide range of stakeholders to develop, communicate and gain ownership of a shared vision and direction.
2. Ability to lead and motivate others through difficult times and periods of significant change.
3. Ability to work collaboratively with partners and colleagues whilst also being able to exercise judgement where strong decisive decision making is required.
4. Understanding, developing and sustaining a culture that meets the needs of and engages with a range of diverse communities and staff.
5. Ability to promote the council, its reputation and status at a local, regional and national level.
6. Understanding of and sensitivity to working successfully within a political context and governance framework.
7. Ability to develop and maintain constructive relationships with elected Members, giving timely and appropriate advice and influencing policy in a variety of forums.
8. Able to develop practical and creative solutions to service and corporate problems.
9. 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.
10. Understanding and application of risk management and health and safety principles and requirements.
11. 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.
12. 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**

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

6. Commitment to the organisation, being an ambassador and representative of the city and the council.
7. Diplomatic, approachable and respectful, being open, honest and responsive.
8. Seeking agreement and consensus, but prepared to constructively challenge.
9. Resolving problems creatively, pragmatically and flexibly.
10. Commitment to a collaborative style of working.
11. Able to make strong, decisive and informed decisions.
12. Commitment to fairness and equality and sensitivity to diverse service users.
13. Professional integrity, commitment to maintaining and sharing own knowledge.