

## JOB DESCRIPTION

<b>Job title:</b>	Director: Children and Education Strategy, Transformation, Quality and Commissioning
<b>Grade:</b>	D1
<b>Managed by:</b>	Executive Director: Children and Education
<b>Responsible for:</b>	Heads of Service
<b>Accountable for:</b>	<ul style="list-style-type: none"> <li>• Strategy development and implementation</li> <li>• Strategic partnerships and development (external)</li> <li>• Quality assurance, performance and safeguarding</li> <li>• Performance management and continuous improvement</li> <li>• Transformation programmes and projects and benefits delivery</li> <li>• Strategic commissioning, placement commissioning and procurement</li> </ul>

### Purpose of the role

*This is a senior leadership role and as such the purpose, accountability and outcomes are subject to change in accordance with organisational requirements.*

- Provide strategic leadership of strategy, performance, quality assurance, safeguarding and partnerships across the system for children’s services & education directorates, as part of the executive directorate management team, ensuring that the whole is greater than the sum of its parts.
- To work collaboratively with peers on all strategic matters in relation to the Corporate Strategy outcomes, encouraging a collaborative, one council culture focused on improvement and high performance.
- To lead and develop external strategic partnerships that align with the corporate strategic partnership function and enable an effective system of children’s and education services that identify, meet and prevent needs and demand at the earliest point of presentation, including but not limited to: NHS (providers/commissioners), schools, the voluntary and community sector & police.
- Lead, direct and develop the functions and a culture of quality assurance, safeguarding and continuous improvement.
- Develop and implement a service performance management and reporting framework that aligns with the council’s corporate approach to performance. Monitor and report progress against the strategy and transformation portfolio, including tools that are digital by default.

- Lead, direct and facilitate the development, implementation, periodic review and communication of the directorate’s strategy and governance arrangements, aligning with the council’s corporate standards and frameworks.
- Lead, direct and facilitate the design and implementation of transformation and savings programmes, and an operating model that deliver against directorate and corporate strategies

**Role specific outcomes/accountabilities** - Accountable to the Executive Director: Children & Education for:

- A vision and strategy that is understood and supported by staff.
- External partnerships that optimise resources and system leadership in support of delivering better outcomes.
- The function and culture of quality assurance, safeguarding partnerships and continuous improvement across Children and Education services.
- A leadership team and operating model that is aligned on strategic objectives and supports transformation. and delivery of a transformation programme that delivers the changes, benefits and savings required.
- A governance model that provides the means to cascade responsibilities, report the right information at the right time, take informed decisions and hold individuals to account.
- A performance framework that is embedded and used to support decision making.
- Work in partnership with corporate services to ensure there is clear understanding and mutual agreement on the support to meet the directorate’s needs in achieving its strategy and objectives.
- To lead, direct and develop strategic and placement commissioning of services for children and education, which provide value for money and are informed by data on needs, risks and vulnerabilities, along with research and evidence of what works.

### Core job outcomes/accountabilities

- Work collaboratively with Executive Directors and Directors in the development and delivery of the council's strategic objectives.
- Work with the Chief Executive, committee system, elected members & other managers in the achievement of business plans.
- Lead on strategy development, policy planning and policy formulation within the professional disciplines covered by this role.
- Provide strong "one council" leadership, promoting a culture of high performance, continuous improvement, innovation and customer focus.
- Be responsible for significant delegated financial budgets and resources ensuring they are allocated effectively for the delivery of high quality services, in a manner that demonstrates value for money and compliance with relevant policies and guidelines.
- Develop long-term, mutually beneficial relationships with key partners to successfully deliver the key outcomes of the Corporate Strategy.
- Enable a high-performing, diverse, inclusive & engaged workforce to deliver the council's strategic plans. Support & challenge others in developing, sourcing and deploying talent whilst promoting health and safety and employee wellbeing.
- Lead and embed a team and individual performance management approach that underpins effective operational performance.
- Lead and demonstrate personal commitment to an inclusive and respectful culture in which colleagues act with integrity at all times.
- Ensure that the council operates within constitutional, legal and regulatory requirements.
- Act as a positive ambassador for Bristol and the council, promoting an excellent reputation locally, regionally and nationally.

## Corporate accountabilities

### Leadership qualities

These are the attributes that we most need from our leaders in order to achieve our vision. Leadership Qualities identify how I go about the work of a leader:

- Integrity
- Connected
- Empowering
- Visionary
- Resilience

### Leadership behaviours

These set expectations of how managers lead their teams and service and are for senior leaders to adopt and role model:

- Solving problems effectively
- Operating with a strong results orientation
- Supporting others
- Seeking different perspectives

### Organisational values

Role model and live the values in everything you do and celebrate successes through others:

- Ownership – we take personal accountability
- Collaborate – we come together to find the answers
- Dedicated – we strive to make a difference
- Respect – we value everyone
- Curious – we ask questions and explore possibilities

### Volunteering

To volunteer three days per year to support a local initiative that contributes to improved outcomes for Bristol as a City and its residents.

## PERSON SPECIFICATION

Essential (must have)
<ul style="list-style-type: none"> <li>• Significant expertise and experience of establishing and leading strategies and programmes of transformation in children’s services and education that secure better outcomes for children as well as significant savings and/or cost avoided i.e. early help and prevention.</li> </ul>
<ul style="list-style-type: none"> <li>• Significant experience and expertise in working with leaders inside and outside the council, to persuade, influence and effect change and improvement across the system of services for children and their families.</li> </ul>
<ul style="list-style-type: none"> <li>• Strong data and performance skills, commercial awareness, acumen and business skills, including commissioning and contracting.</li> </ul>
<ul style="list-style-type: none"> <li>• Experience of leading diverse activities across multiple service areas within agreed budgets to meet agreed targets and strategic objectives, and experience of managing large and complex budgets within a finite envelope.</li> </ul>
<ul style="list-style-type: none"> <li>• Good track record of success &amp; confidence in leading, motivating &amp; developing high-performing teams and staff, with commitment to diversity and cultural competence across service delivery.</li> </ul>
<ul style="list-style-type: none"> <li>• Strong and visible, system leadership skills, with experience of operating at a senior strategic level across partners, building confidence, credibility and trust.</li> </ul>
<ul style="list-style-type: none"> <li>• Professional, confident and credible when working with operational and senior management teams, and elected Members.</li> </ul>
<ul style="list-style-type: none"> <li>• Highly confident and competent communicator (writer, presenter and facilitator), who is emotionally intelligent and comfortable when dealing with complexity and ambiguity.</li> </ul>
<ul style="list-style-type: none"> <li>• Strong capability and capacity for critical thinking and problem solving, with the ability to apply insights in a practical and engaging manner. Provides objective challenge with humility.</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge and understanding of the challenges that a diverse city like Bristol and the wider public sector face, alongside the associated national policy and governance requirements.</li> </ul>
<ul style="list-style-type: none"> <li>• Expert knowledge and understanding of relevant legislative frameworks appropriate to children and education, and the ability to work within a complex policy and political environment.</li> </ul>