# Logo for Local Government Association

# Job Description Care and Health Improvement Adviser - Finance

**Reports to: Assistant Director of Programmes (People)**

**Directo­­­­rate/Team: Partnerships and Improvement Directorate**

**Grade: 9**

**Responsible for: None**

## Job Purpose:

Working under the direction of the Assistant Director of Programmes (People) and collaboratively with the ADASS Resources leads to provide financial advice on adult social care matters to principal local authorities, the LGA and ADASS and the Department of Health and Social Care and other Government Departments.

Subject to any changes to the structure in the Directorate, potentially to give oversight to other workstreams within the programme with a close relationship to resources and finance

## Core Accountabilities:

1. To provide financial advice to local authority officers and members on adult social care matters in particular to DASSs, Chief Finance Officers and Finance Business Partners to support localities and authorities to improve care and health services.
2. To act as the financial professional lead ensuring that LGA policy and improvement colleagues are aware of examples of models of best practice and their rationales.
3. Support and provide constructive peer-to-peer challenge regional and local arrangements for delivering improvement and integration through the sharing of learning and models of established best practice.
4. Champion the case for sector led improvement through a system of self-assessment, self-improvement and peer-to-peer and sector-to-sector support and improvement.
5. Develop and maintain strong regional networks and partnerships that are of value to the region, LGA, ADASS and Partners in Care & Health.
6. Provide oversight if necessary and appropriate to other workstreams (two at the most) within the programme.

## Specific Accountabilities:

1. Ensure that targeted support is provided to the local authorities who face the greatest financial pressures at that point in time. Historically, up to 20 authorities each year have been supported in this way. The Care and Health Improvement Adviser Finance is supported by a team of Associates who do the bulk of the work with oversight by the Care and Health Improvement Adviser Finance.
2. Provide financial advice on adult social care matters to councils in a variety of ways:
3. Universal advice to councils on specific issues normally distributed through the National Resources Network.
4. Targeted advice to councils on specific financial issues that they raise directly with the Care and Health Improvement Adviser Finance.
5. Attend ADASS Regional Meetings as requested to advise on financial matters. The principal requirements are to provide support to ADASS regional finance groups but DASSs may request attendance at regional Director meetings or with Chief Finance Officers.
6. Lead the financial input into the annual use of resources advice which will include agreeing the content with ADASS Resource and Performance Leads and ADASS Regional Chairs and then leading a discussion in each region.
7. Input advice on financial matters into the LGA’s training for Adult Social Care Cabinet members (and any regional training that is arranged).
8. Provide financial advice on adult social care matters to ADASS, LGA, the Department of Health and Social Care and other Government Departments.

## Relevant Contacts:

* **Local Authorities**

Chief Executives

Senior Officers

Local authority partners

* **Elected Members**
* **LGA**

LGA members and Officers

Political Group Offices

Strategic Leadership Team

* **Media and public affairs**
* **Events team**
* **ADASS**

Chief Executive Officer and President

Trustees and Regional Chairs

Policy Leads for Resources and Data and Intelligence

Relevant ADASS Officers

* **Other**

Department of Health and Social Care officials

Other Government Department officials

* Business support team

# Person Specification:

## Qualifications

* Educated to degree level or equivalent
* Qualified accountant (or if not qualified can demonstrate credibility through knowledge and experience of financial matters in local government)

## Knowledge and experience

**•** An in-depth understanding of adult social care and local authorities morebroadly.

• Considerable knowledge of financial matters in local government and evidence that members and officers have respected that knowledge so that advice has been and continue to be credible.

• Demonstrable an exceptional track record of delivery and performance improvement in a local or central context

• Strong understanding and commitment to the principles of sector-led improvement.

• Strong and varied record of achievement at a senior level in complex political environments.

• In depth understanding of local and central government, their roles structures and relationships, key government policies and the policy making/legislative process.

• Significant and in-depth experience of leading policy development and managing complex projects.

• Significant experience of strategic financial management and successful prioritising and targeting of resources.

* Very substantial senior level experience of:

1. Leading change across a complex system
2. Building, maintaining and galvanizing strategic relationships and partnerships.
3. Creating strategies, interventions and innovative solutions to complex issues.
4. leading teams, providing direction and managing performance
5. operating as part of a senior team

## Skills and abilities

* High level of political awareness and sensitivity. Ability to lead, inspire and motivate others.
* Able to deliver and lead others under pressure.
* Ability to negotiate with and influence a wide range of stakeholders
* Integrity and credibility with national and local organisations and agencies, national and local politicians, Directors of Adult Social Services, Chief Finance Officers and other key stakeholders.
* Highly developed written and oral presentation skills with ability to present and articulate complex ideas in a clear and comprehensible way to an audience from across the health, local government, and voluntary sectors.
* Ability to create a culture of innovation and enterprise based on trust, fairness and openness.
* Creative thinker with high intellectual capacity, capable of translating ideas into policy and practice.
* Positive, flexible and responsive, with a dynamic and creative approach