

**JOB TITLE:** Director of Children's Services

**GRADE:** Chief Officer (TBC)

**REPORTS TO:** Chief Executive

**DEPARTMENT:** Children's Services

### **Job Purpose**

As a member of the council's senior leadership team, the post holder will:

- Undertake the statutory duties of Director of Children's Services for the Council.
- Work closely with the Chief Executive, Senior management colleagues, Members and stakeholders to drive forward the Council's vision, strategic priorities and objectives

### **Main Areas of Responsibility**

#### **Leadership & Management**

- Engage with political and managerial leaders to ensure Children's Services meet legal and statutory obligations.
- Direct the Children's Services strategy and wider performance of the council and lead the delivery of its vision and strategy
- Direct transformational change, fostering and leading a culture of continuous improvement that reflects the values of the Council and encourages creativity.
- Proactively put the Council's Diversity and Inclusion agenda at the heart of everything you and your service does.

#### **Portfolio Responsibilities:**

- Undertake the statutory duties of Director of Children's Services for the Council
- Professional leadership and management of the Council's Children's Services functions; ensuring that the Council has the capacity to deliver its current and future priorities; in accordance with relevant government legislation, professional standards and leading-edge practices.

- Work closely with Adult care services, Public Health and external partners to ensure the provision of high quality, integrated services.
- Ensure through effective strategic commissioning the needs of children and young people in Hertfordshire are addressed and appropriate services are in place
- Ensure the Council fulfils its statutory responsibilities in relation to education and schools
- Ensure that safeguarding is consistently embedded across all services, and partner organisations are engaged with this agenda.
- Forge and develop excellent collaborative relationships with our workforce, and external partners, such organisations from whom we commission services
- Prepare, monitor and control relevant budgets to ensure that financial targets are met

## **Person Specification**

### **Qualifications**

- Educated to degree-level or equivalent in a relevant subject, or equivalent by experience
- Educated to relevant post-graduate or professional qualification in a relevant subject
- Evidence of continuous professional development

### **Background and Experience**

- Significant post-qualification experience gained either in the public, private or voluntary sector
- Operating in a lead professional role, with a proven track record of delivering successful Services and improved outcomes for service users
- Strategic senior management experience in a large, complex, and diverse organisation; demonstrating achievement at an organisational-wide level
- Extensive experience of strategic planning and service delivery
- Demonstrable achievement in successfully managing budgets in a demanding public arena
- Experience and success in;
  - leading organisational/ transformational change and driving through service improvement
  - demonstrating the ability to think beyond your service and be able to contribute thinking and leadership organisational wide.
  - leading and developing high performing teams
  - effective partnership working, networking and collaboration
  - driving cultural change and organisational vision and values
  - operating in a political environment and building effective working relationships with senior managers and elected Members
  - developing strategic financial and risk-based policies and plans

### **Skills/knowledge**

- In depth and extensive knowledge and understanding of local government issues and statutory requirements
- Knowledge and understanding of the national legislation including regulatory and inspection frameworks
- Demonstrable leadership skills; specifically influencing and the ability to 'take people' with you and promote organisational vision and values
- Highly developed interpersonal, advocacy and communication skills, with ability to engage a range of audiences and positively represent the Council
- Ability to encourage and engender collaborative working and build positive relationships with external agencies, partners and internal and external stakeholders

- Political awareness and the ability to work successfully within a political environment through effective working relationships with Elected Members
- Ability to challenge delivery practices and where appropriate, champion and drive alternative solutions that align to the Council's vision and strategy
- Effective communication skills, including strong report writing and presentation skills
- Highly developed analytical and problem-solving skills, able to work strategically and apply sound judgement

### **Personal Qualities**

- Passionate about putting residents and service users at the heart of service delivery
- Positive role model for behaviours and culture
- Collaborative and strategic leader – able to motivate and work across boundaries and achieve performance/results through others
- Demonstrable evidence of political awareness and astuteness
- Flexible and able to meet competing demands and challenging circumstances putting aside personal ambition or preferences to achieve the best outcomes.
- Ability to work under pressure and deliver outcomes at pace' with resilience to work through obstacles and challenges
- Personality and credibility that engages and commands the confidence of all stakeholders
- Innovative and forward looking
- Commercially / financially astute and customer focussed
- Ethical, accountable behaviour including a personal commitment to equality, diversity and inclusivity

### **Diversity and Inclusion**

Hertfordshire County Council is committed to making inclusion part of our DNA, both as a large employer of people and as a provider and commissioner of services.

We strive to positively promote diversity and inclusion across the delivery of services and within our workforce. We want everyone at work, regardless of their background, identity or circumstances to have a sense of belonging to the organisation. We want all employees to feel valued, accepted and supported to succeed at work and reach their full potential. Our Diversity and Inclusion Strategy is available on the internal intranet or from your line manager.

### **Criminal Background Check**

Safeguarding children and adults is of utmost importance to Hertfordshire County Council. The Council requires employees to abide by legislation and best practice to enable Hertfordshire to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned

as requested by the Council, as this is deemed a contractual requirement of employment.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information.

### **Health and Safety**

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

### **Political Restriction and Other Requirements**

This position is politically restricted