

Job Description and Person Specification Profile

Job Title	Assistant Director All Age Commissioning
Job ID	SL27
Service	Adults
Grade	AD 2
Reporting to	Director of Adults

The Role

- This role will support the Senior Leadership Team by working with key partners, to provide strategic leadership for commissioning in order to achieve improved health, reduce inequalities and to improve strategic place based integrated commissioning
- The post holder will provide leadership for strategic commissioning, developing an integrated commissioning approach and governance, ensuring that commissioning strategies meet the Council's key objectives.
- To develop mechanisms, structures and governance to ensure strategic leadership and oversight of integrated commissioning across public health, health and social care commissioning for children and adults.
- To shape the future of Integrated Commissioning, developing and implementing plans to integrate commissioning arrangements across health and social care, working with colleagues across the Council, NHS, arms-length bodies and wider partnerships.

Main Duties and Responsibilities include:

- Work with senior staff to produce and deliver a strategic commissioning framework for the Council.
- To ensure that the Tameside place provides excellent commissioned services to the public, working within the framework of its values, policies and priorities.
- To provide professional expertise and guidance to ensure that the statutory undertakings and Tameside's place-based priorities are delivered through commissioned services.
- To provide strategic leadership to manage, implement and monitor both specific and cross cutting commissioning strategies, intentions and implementation plans.
- To support the Senior Leadership Team, taking strategic and operational responsibility for developing and managing a Strategic Integrated Commissioning approach across the Council, arms-length and NHS commissioners.
- To ensure that commissioning decisions are evidence-based and grounded in Tameside's JSNA and evidence of effectiveness and/or best practice.
- To ensure thorough options appraisals are undertaken, drawing on best practice and available evidence to make recommendations for commissioning of new service models or for the decommissioning of activities.
- To provide strategic leadership to manage, implement and monitor both specific and cross cutting commissioning strategies, intentions and implementation plans.
- Ensure robust outcome-based performance frameworks are in place to enable appropriate monitoring and review of commissioned activity on outcomes, with strong voice for communities in evaluating impact and to support commissioning.
- Identify where integrated pathways, systems and processes will increase equity of access to a range of services.

- To promote a strategic approach to commissioning, developing services through needs assessment, co-production, developing integrated models and ensuring effective evaluation, management and monitoring of contracts to deliver effective outcomes.
- To design and implement strong and influential governance and partnership working arrangements across the strategic partnership which drive forward integration and system innovation and development.
- To ensure that Commissioning Services achieve a high profile by setting, delivering and maintaining high standards and by forging strong partnerships.
- To actively promote and value equality and diversity in the operation and delivery of services.
- To promote and champion a positive organisation- wide culture that reflects our partnership values.
- To work collaboratively and inclusively across organisational boundaries to achieve the partnership's objectives and positive outcomes.
- To manage budget and resources ensuring that they are focussed towards the delivery of intended outcomes in a manner which demonstrates value for money and compliance with relevant policies and guidelines.
- Supporting the Senior Leadership Team to lead Integrated Commissioning with internal/external partners and stakeholders
- To participate in business continuity, emergency planning and emergency response arrangements.
- Ensure commissioning teams actively engage and involve diverse communities, service users and stakeholders at every stage of the commissioning cycle.
- Provide leadership and professional support across the Tameside place in effective commissioning practices, to ensure a consistent approach, compliant with all corporate, legal and audit requirements, which maximises effectiveness and meets population needs.
- To lead, manage, develop and value people to ensure the delivery of high-quality services reflecting the best use of resources for residents.

The duties may vary from time to time without changing the nature of the post or the level of responsibility, and the post holder may also be required to carry out any other duties appropriate to the grading of the post.

About You

Your essential qualifications

- Qualified to degree level or equivalent level 6 qualification

Your essential skills, knowledge and experience

- A successful track record of achievement as a senior manager in a large, complex, multi-disciplinary and challenging organisation in a relevant service area.
- Significant experience of commissioning public services.
- A proven track record of managing large and complex projects.
- Evidence of success in establishing a strong performance culture including effective performance measures, the evaluation of service quality and improving service delivery.
- A proven track record of delivering outcomes through leading, motivating, managing and empowering multi-disciplinary teams and across professional boundaries to contribute to corporate goals. Motivating and supporting a range of staff groups for whom you do not have direct control.

- Evidence, or a detailed understanding, of working effectively within a political environment, providing clear, balanced advice and guidance on strategic issues that achieve corporate and service objectives.
- In depth knowledge of commissioning public services.
- Excellent communication skills including the ability to articulate and disseminate a vision; present clear, concise reports to a wide range of audiences; and an understanding of political sensitivities.
- Evidence of a clear understanding of the workings of local government and the legal, financial and political context of public sector management.
- Proven track record of working across organisation, including negotiating, communicating and joint working with internal/external organisations to achieve outcomes.
- Ability to adopt a strategic view and relate strategy to action.
- High level analytical skills, with the ability to exercise sound judgement and cultural sensitivity in seeking creative solutions to complex situations.
- Ability to build effective teams and relationships and achieve results through others by leading, inspiring and motivating others to create a 'can-do' and managed risk culture.
- Ability to operate effectively with a high volume, high sensitivity workload.
- Ability to develop lateral linkages and opportunities.
- Ability to think, plan and manage strategically and innovatively and to develop effective strategies to meet outcomes.
- Ability to achieve major cultural and organisational change and achieve results through influence, negotiation and joint working.
- Knowledge of business continuity planning and response.
- Excellent budget management skills and the ability to manage budgets across a number of disciplines.
- Ability to build and maintain effective relationships with elected members, key partners, stakeholders and the wider community.
- Ability to manage large and complex projects.
- Ability to spot lateral linkages and opportunities.
- Ability to be innovative and creative.
- The ability to identify opportunities and risks.
- Strong leadership style that enthuses and inspires others.
- High-level of drive and motivation to achieve.
- Outcome and achievement focused.
- Committed to change management and continuous improvement.
- A customer focussed approach.

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

What can you expect from us?

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

Working together, we are proud to work for Tameside

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

