

Kent County Council

Job Description:

Corporate Director –Children, Young People and Education (Statutory Director of Children’s Services)

Date: January 2017

Directorate:	Children, Young People and Education
Grade:	KR19 (revised range)
Responsible to:	Head of Paid Service Member of the Corporate Management Team

Job Purpose

Discharge the statutory obligations of the Director of Children’s Services.

Identify, lead and commission strategies to deliver the Council’s and Government’s vision for the provision of services to 0-25 year olds to ensure that the needs of the local community are achieved.

Champion the interests of parents, families and vulnerable children and young people across all related services.

Promote education excellence, ensure a high quality supply of school places, co-ordinate fair admissions and develop school improvement strategies to support local schools.

Accountabilities

Corporate Directors will work within the KCC Organisational Responsibilities for Senior Officers. In addition, as members of the Corporate Management Team and working closely with Cabinet Members, Corporate Directors will work together to enable organisational responsiveness to elected members; secure the best approach to resource stewardship for the Council’s budget and finances; ensure that overall management attention, effort and controls are commensurate to risk and opportunity across the council’s functions and activities; and enhance the reputation of Kent as a place as well as Kent County Council as the democratic agent of change in the region.

Ensure that children’s safeguarding is an organisational and universal priority, through effective performance monitoring and management within the directorate and through wider communication and engagement across KCC.

Protect children and young people from significant harm through high quality social work that is integrated with other key services and partners.

Provide strategic advice and support for relevant bodies such as the Kent Safeguarding Children Board.

Work in partnership with the Corporate Director of Adult Social Care and Health to ensure achievement of the statutory responsibilities of the Director of Children's Services and Director of Adult Social Services in line with the Constitution of Kent County Council which provides clarity where the delivery of services relevant to this statutory post are not directly managed by the postholder.

Create such working arrangements as are necessary with the Corporate Director Adult Social Care and Health and Lead Cabinet Members to ensure that statutory compliance is achieved and any overlaps are managed effectively and in compliance with legislation and best practice.

Ensure the council's compliance with the relevant statutory obligations and statutory guidance relating to vulnerable children and young people. Ensure that these obligations and responsibilities, including appropriate training, are complied with by the directorate as well as internal and external commissioned providers.

Lead and direct the development, implementation and review of school and young people's learning services, championing the appropriate intervention in failing schools, to encourage a culture of high added value and ensuring that the Council meets its legal and statutory obligations for young people and their achievements.

Commission and lead on strategies to work with schools and other associated bodies to influence and inform the level of school performance and pupil attainment and a range of work related learning opportunities.

Provide effective leadership working locally, regionally and nationally to build and maintain partnerships with school governors, headteachers and other partners and groups in Kent to develop new models of partnership and collaborative work between schools, delivery vehicles and support to schools in the new government agenda for education.

Actively review all services provided by this post to ensure the most effective and efficient delivery methods are employed including consideration of outsourcing, co-sourcing or in-sourcing and ensure schools can continue to buy high quality services from the Council.

This job description sets out the accountabilities specific to the role. These should be read in conjunction with KCC's Constitution and the Organisational Responsibilities that apply to the Corporate Director, Director and Head of Service roles.

Direct Reports

Director of Specialist Children's Services
Director of Early Help and Preventative Services
Director of Education Planning and Access
Director of Education Quality and Standards
Staff Officer and Business Support Manager

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Organisational Responsibilities

All Corporate Directors, Directors and Heads of Service have an explicit responsibility to work as part of the team to deliver, collectively, the agenda of the County Council. These are fundamental elements of their role not an addition and are summarised as follows;

Whole Council

- Seek to improve the lives of all residents in Kent and the economy of Kent
- Act as corporate parent to the Council's looked after children
- Take an active role in promoting and ensuring the Council's responsibilities for safeguarding are met.
- Understand, communicate and contribute to the delivery of KCC's strategic aims
- Meet statutory obligations and promote and ensure compliance with policies and procedures and the Council's Code of Conduct (Kent Code).
- Advise elected Members and support the democratic process
- Promote the Council brand and enhance the overall reputation of the Council
- Understand and monitor the measures of performance, including customer insight, which define successful outcomes for KCC services.
- Maintain and ensure a relentless focus on the customer
- Act to support the Council-wide need to deliver services within budget, thereby avoiding an overspend that could damage the financial viability of the Council
- Overcome professional and service silos to achieve the County Council's objectives.

Integration of Services

- Focus resources where they have the biggest impact

- Deliver services that are flexible and adaptable
- Integrate services within KCC and work with partner agencies to ensure a seamless customer experience
- Fully and inclusively engage all staff in the delivery of services, demonstrating the Council's leadership values and competencies.

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Embedding Commissioning and Engaging Relevant Markets

- Establish an outcome focused organisation
- Meet the financial regulations and standing orders of KCC
- Challenge the status quo and engage with the market to constantly improve.
- Ensure all services are delivered effectively and efficiently
- Proactively and continuously seek to improve service delivery
- Proactively manage risk to avoid inertia whilst not exposing the Council to needless and avoidable challenge or loss

Managing Change

- Understand and support the Authority's overall change agenda
- Deliver required outcomes of service specific change on time and to budget
- Understand the quality of staff, support their development, nurture those with talent
- Identify the skills for the future and the level of staff through robust workforce planning
- Identify and deal with underperformance.
- Deliver to agreed budget and income targets.

Recruitment Selection Criteria

Qualifications:

- Relevant Management or Professional qualification and membership of a relevant professional body.
- Evidence of continuing professional development.
- Educated to degree level or equivalent.

Knowledge and Experience:

- Expert knowledge in a relevant professional area and proven track record of using professional expertise to develop and deliver strategic objectives and expected outcomes
- Excellent knowledge and understanding of statutory requirements for services within the remit of this role.
- Extensive experience and successful track record of the following;
 - strategic leadership and planning in local government and/or other large and complex organisation.
 - effectively managing a range of services within budget in a complex and changing environment.
 - transformational change and achieving solutions to enable delivery of a diverse range of services in partnership with other bodies both internal and external.
 - working and influencing the direction of services within a highly political environment.
 - achieving improvements in service delivery across a wide range of services.
- Planning and performance monitoring across agencies in a commercial environment.
- Commissioning and decommissioning services.
- Evaluating impact of interventions and service delivery programmes over time, with supporting data analysis.

Skills and Abilities:

- Able to understand strategic 'big picture' issues and set a clear direction, goals, and a culture of high aspirations and commitment to the success and priorities of the Education, Children's and Young People's Services Directorate.
- Able to establish strong positive relationships across the organisation at all levels including a relationship of both personal and professional credibility and trust with senior leaders and elected Members.
- Able to establish strong positive relationships across partner and other external organisations that command professional confidence and enable effective delivery of services.
- Able to lead, influence and implement strategic policies and decisions.
- Able to develop and implement strategies designed to deliver innovative service design.

- Able to demonstrate effective motivational leadership and vision to staff at all levels, including a positive attitude to change in order to maintain and improve services in a constantly changing environment.
- Able to command respect, influence and negotiate at a strategic professional and political level both locally and nationally in order to ensure the best interests of the Council are met.
- Able to demonstrate a high level of personal resilience and focus in order to ensure the delivery of excellent services to the public.
- Highly developed communication and presentation skills, including the ability to write well organised and clear reports with good use of evidence, supported by data.
- Able to produce well focused strategic and business plans which are costed and supported by well-developed performance frameworks.
- Able to be a good member of the senior team, to collaborate and take shared responsibility for the work and success of the whole directorate and the Council.