

# Kent County Council

## Job Description:

### **Director – Special Educational Needs and Disabilities**

Date: February 2020

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<b>Directorate:</b>	<b>Children, Young People and Education</b>
<b>Division:</b>	<b>Special Educational Needs and Disabilities</b>
<b>Grade:</b>	<b>KR17</b>
<b>Responsible to:</b>	<b>Corporate Director Children, Young People and Education</b>

#### **Job Purpose:**

Lead the delivery and strategic development of services to disabled children and young people and those with Special Educational Needs ensuring those services (in-house and commissioned) meet the needs of all those children, are aligned to information on need and that they continue to meet the changing needs of children and young people in Kent.

To contribute as a member of the Directorate Management Team to the strategic leadership of the Directorate.

To champion the needs of children with additional needs ensuring an inclusive high-quality service that works in partnership with families to maximise children's potential.

#### **Accountabilities**

Directors will work within the KCC Corporate Responsibilities for Senior Officers. In addition, as members of Extended Corporate Management Team, Directors and Corporate Directors will work together to make strategic decisions on the most effective use of the Council's agreed budget, resources and policies and enhance the reputation of Kent as a place as well as Kent County Council as the democratic agent of change in the region.

Lead the operational delivery and strategic development of all services to disabled children and young people (0-25yrs) and those with SEND in Kent, ensuring that services match needs, are developed in partnership with parents and young people and adapt to Kent's changing needs and demography.

Lead the development of a culture across KCC, schools and other partners that works in partnership with parents and focusses relentlessly on the needs of children through consultation, engagement and co-production with families.

To take a key role in the inclusion agenda, liaising with other Directors and where appropriate, schools to ensure that services are inclusive and supportive of children achieving their potential.

Lead the delivery of high-quality services to disabled children that safeguard their needs in line with national standards, policies and procedures.

Lead the development of services, ensuring that they are client centred, high quality and fit for purpose, driving the earlier identification of emerging need and be responsible for putting into place a range of services that prevent those needs escalating as young people grow older and working with families to provide tailored support which allows them to stay together.

Ensure that SEND assessments are of the highest quality and that they result in the appropriate educational provision for children.

Lead the delivery and development of the Education Psychology service, ensuring that it is fully integrated with the SEND offer, meets statutory requirements and provides a streamlined and efficient service to children and their families.

Undertake a key role in the joint strategic commissioning for disabled children and SEND services across Kent including those with learning disabilities and Autistic Spectrum Disorders, ensuring a seamless fit between in-house and commissioned provision.

Lead the establishment of key governance frameworks and a culture that ensure services are delivered within budget, to local and national standards and in line with the relevant policies and frameworks.

Determine, develop and maintain systems to enable strategy and policy development, effective performance management and statistical analysis.

Ensure that schools maintain a relentless focus on inclusion and the improvement of educational standards for those with SEND, liaising with The Education People and Director of Education as appropriate.

Lead the development of district-based working so that there is coordinated and integrated delivery of children and young people's services in each district, working in partnership with schools and other providers, and with other directorates in KCC

*This job description sets out the accountabilities specific to the role. These should be read in conjunction with the Corporate Responsibilities that apply to the Corporate Director and Director roles.*

## **Services**

- Special Educational Needs service including the Local Offer
- Education Psychology
- Disabled children and young people's social care services 0-25yrs
- Short Breaks services

## **Person Specification**

### **Qualifications**

- Evidence of continuing professional development
- Educated to degree level or equivalent.

### **Experience**

Extensive experience and successful track record of strategic leadership and successful delivery in local government and/or other relevant large and complex organisations working within the children's services arena.

Experience of SEND and (preferably) disabled children services at a senior level. Experience of the interface between the local authority statutory function (code of practice) and schools for vulnerable pupils and those with special educational needs.

Extensive experience of working with schools, school-based organisations, related partners and regulatory/support bodies such as Ofsted and the Regional Schools Commissioner (RSC)

Experience of effectively managing and delivering a range of key integrated services and change programmes for children and families within a designated budget

Extensive experience and successful track record of achieving improvements in service delivery and improved outcomes for children and young people.

Extensive experience and track record in delivering a range of services in partnership with other agencies and stakeholders, both internal and external.

Experience of Planning and performance monitoring across agencies

Experience of commissioning and decommissioning of services

Extensive experience of working and influencing the direction of services within a highly political environment.

### **Skills and Abilities**

Able to operate effectively as a member of the Extended Corporate Management Team, shaping the strategic Council priorities and setting clear direction, and service commitment to the successful delivery of the Council's strategic priorities.

Able to establish strong positive relationships across the education sector at all levels, in order to provide effective leadership and direction including a relationship of both personal and professional credibility and trust with elected Members.

The ability to gain the confidence and trust of Head-teachers across Kent.

Able to establish strong positive relationships across partner and other external organisations that command professional confidence.

Able to demonstrate effective motivational strategic leadership and vision to staff at all levels including a positive attitude to change in order to maintain and develop 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, challenge and focus in order to ensure the whole Organisation delivers the right services in the right way.

Highly developed communication and presentation skills.

Able to lead, influence and implement strategic policies and decisions.

Effective management of large budgets and ability to demonstrate value for money for customers with a string focus on maximising a return on investment

Ability to analyse complex data and problem solve

Ability to plan, monitor and review all areas in the discipline

### **Knowledge**

Expert knowledge in the relevant professional area and proven track record of using professional expertise to develop and deliver strategic objectives and expected outcomes

Knowledge of complex statutory duties and codes of practice as it relates to the role

Knowledge and understanding of the relevant inspectorates and the roles of DFE and the Regional Schools Commissioner.

Broad knowledge of the range of children's services across partner agencies and sectors  
In depth understanding of the strategic challenges and operational realities of managing services for children and young people in a large and diverse authority