


Profile Title:	Service Director	 BARNSLEY Metropolitan Borough Council			
Reports to:	Executive Director				
Employee Supervision:	All employees within Service Area	Grade:	SD	Profile Ref:	

Purpose of the Post

The post holder will provide strategic lead for the Service Area and as a member of the Directorate Management Team (DMT); work corporately with the Executive Director and Elected Members to ensure the Council's vision, priorities and values are actively promoted and delivered in line with The Future Council.

The post holder will discharge the statutory, non-statutory and regulatory functions attached to the role.

Responsibilities

- To play a key role in the Directorate Management Team to ensure that strategic and local objectives are achieved within the Service portfolio.
- Provide strong leadership to ensure the efficient and effective delivery of a portfolio of service within the resources available and in line with priorities and financial targets agreed by The Council.
- Develop and foster effective both internal and external relationships working with other business units, partners and stakeholders to ensure the provision and delivery of joined up services. To monitor and evaluate the effectiveness of partnership arrangements and to drive in efficiencies where appropriate.
- Develop, support and drive innovative and creative approaches to service delivery, translating into challenging and ambitious targets that ensure best practice/added value.
- To steer the development of innovative and effective service delivery methods which support service delivery and improvement and to critically examine business methods to drive efficiency across the area of responsibility.
- Lead on and develop key corporate reviews and Council wide/cross departmental strategies, projects and policies.
- To ensure that performance and development reviews are undertaken by managers to develop high performing teams and that promote a positive organisational culture whereby employee skills and knowledge are enhanced to provide an effective customer focused service working to achieve strategic aims and objectives.
- Horizon scanning in order to ensure that all available funding opportunities are accessed , maximised and utilised to their full potential.
- To comply with, promote, lead and manage all aspects of the Council Governance Framework as it relates to the responsibilities of the post. This includes health and safety; business continuity; equality and diversity; financial management; risk management; performance and people management; information governance; anti fraud; partnerships; customer services; communications and safeguarding.
- To provide advice to the Chief Executive, Leader of the Council, Cabinet Members, SMT, other senior officers, Scrutiny Committees and other committees where appropriate.

- To implement and monitor service delivery which is customer focused and to achieve the requirements of annual service and financial plans, council strategic priorities and other aligned national regulatory and assessment regimes as appropriate.
- To instil a fit for purpose, positive performance management culture that aligns resources to strategic objectives and provides evidence of attainment of those goals.
- To be accountable for the financial performance of the Service area. Ensure compliance with all legal, statutory requirements, Standing Orders, Financial Regulations of the Council and all appropriate areas as documented in the accountability framework.
- To be responsible for contributing to the effectiveness of the Councils commissioning arrangements as required.

Education and Training	Measure	Rank
<ul style="list-style-type: none"> • Level 7 postgraduate diploma/certificate in a relevant discipline. • Level 7 leadership or management qualification. • Willingness to undertake the Councils Leadership Programme • Commitment to continued professional development. 	A A A/I I	E D E E
Relevant Experience	Measure	Rank
<ul style="list-style-type: none"> • Experience of successfully building and maintaining relationships both internal & external. • Track record of establishing working partnerships with outside bodies. • Understanding of the Corporate and Political workings of The Council • Track record of providing clear, timely, professional advice to the Senior Management Team and Elected Members. • Evidence of delivering a high quality customer focused service within allocated budgets. • Successful record of establishing a positive performance culture. • Experience of leading a diverse team of professionals in a complex organisation. 	A/I A/I A/I A/I A/I A/I A/I	E E E E E E E
General and Special Knowledge	Measure	Rank
<ul style="list-style-type: none"> • Understanding the legal , financial and political workings of local government and current best practice on tackling the kind of challenges that face local government services. • Understanding of and sensitivity to working within a political context and governance framework. • Understanding and implementation of effective performance management tools. 	A/I A/I A/I	E E E
Skills and Abilities	Measure	Rank
<ul style="list-style-type: none"> • Excellent leadership, influencing managerial skills. • Ability to organise and prioritise conflicting workloads and meet strict deadlines. • Ability to influence, empower and motivate employees in the attainment of service and organisational goals. • Ability to apply creative skills to develop innovative service delivery methods. • A clear strategic thinker, effective decision maker in a complex and challenging environment. 	A/I A/I A/I A/I A/I	E E E E E

<ul style="list-style-type: none"> • Able to demonstrate initiative and drive aimed at organisational, service and individual excellence. • Developed negotiation and influencing skills and an ability to challenge, innovate and produce concepts and new initiatives. 	A/I	E
Additional Requirements	Measure	Rank
<ul style="list-style-type: none"> • To be part of the Out of Hours 'On Call' Rota. • Willing to work flexibly in accordance with policies and procedures to meet the operational needs of the council. • Work in accordance with the council's values and behaviours. • Able to undertake any travel in connection with the post. 	A/I	E
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	I	E
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Specific Portfolio		
<p>Commissioning Adult Social Care (including joint commissioning / BCF) Quality assurance of Independent Care market Market Shaping Safeguarding – strategy and delivery (working with independent chair)</p>	<p>Integration – Health & Care Plan Lead for CQC assurance Lead for ASC strategy Lead for ASC Improvement (including performance) Lead for Policy</p>	