


Profile Title:	Group Leader Capital Projects (Economic Development)	 BARNSLEY Metropolitan Borough Council			
Reports to:	Head of Service				
Employee Management:	Up to 4 Managers Up to 20 employees	Grade:	13	Profile Ref:	137832

Purpose of the Post

To provide strategic leadership, management and development of relevant projects, the service and agenda, ensuring high quality delivery and compliance across a complex and continuously evolving policy and funding context and to ensure the Council's vision, priorities and values are actively promoted and delivered.

Responsibilities

- To provide leadership and line management for a significant range and volume of human, financial and physical resources within defined services, providing direction and coordination of workloads, support and guidance dealing with recruitment, motivation, training, welfare and discipline issues as appropriate.
- To develop, lead, implement and manage delivery of projects and programmes which achieve the objectives and outcomes of the relevant service Plan and also maximise public health outcomes, seeking innovative solutions to complex problems.
- Proactively liaise, negotiate, influence and collaborate with internal and external stakeholders including managers, employees, councillors, members of the public, partnership agencies and relevant local and national bodies, developing and maintaining relationships to ensure effective service delivery and to establish a common vision for the future
- To seek out, lead on the design, bidding and negotiation to secure external funding and private sector investment opportunities which directly contribute to the delivery of key outcomes and to work across a broad range of disciplines to develop, lead and deliver joined up solutions to economic development delivery.
- To work in partnership and develop relationships with agents, developers, public bodies, land owners, other local authorities and regional partnerships to deliver multiple, complex multi-million pound economic development and regeneration initiatives and to drive forward relevant policy in response to emerging macro and micro socio-economic challenges, Government policy and combined authority agendas.
- Maximise all funding opportunities to ensure service development, sustainability, contract, government best practice and external audit compliance and to undertake budget management and financial planning, setting budgets, appropriately allocating funds, authorise and monitor income and significant multi-million pound expenditure.
- Contribute and manage the development of systems and processes to ensure effective performance management frameworks, systems and accountabilities with external partners
- Provide professional advice, guidance and information including interpretation of policies, procedures, guidance and legislation. Lead on the development, implementation and review of relevant service strategies, policies and plans as well as contribute to the development of the overall service strategy and other policies which may impact upon the borough.
- Manage and be accountable for high level risk and decision making in relation to the delivery of relevant projects and operational services, where applicable, as defined by relevant legislation.

Operate effectively in the context of the legislative framework, local and national policy/guidance/procedures, in the management of risk and service provision.

- Lead on the procurement and contract management of relevant services, ensuring they are value for money and delivered within available resources in accordance with relevant policies and legislation.
- Lead complex cross cutting programmes and projects, co-ordinating resources, ensuring they are effectively planned and managed, and seeking innovative, forward-thinking solutions.
- Comply with and ensure the implementation of all health and safety regulations, legal requirements, statutory requirements, standing orders and financial regulations of the Council
- Maintain knowledge of local and national regulations, and continually critically examine and evaluate service provision, undertaking performance management to promote quality practice and service delivery, utilising available resources and ensuring continuous improvement.
- Undertake any other duties commensurate with the role as requested by management.

Education and Training	Measure	Rank
<ul style="list-style-type: none"> • Professional or Postgraduate qualification in a relevant discipline at level 7 OR Extensive Equivalent Knowledge & Experience* 	A/C	E
<ul style="list-style-type: none"> • *Level 6 qualification in a relevant discipline • Membership of a relevant Professional Body • Professional project management qualification • Evidence of recent relevant professional development in a relevant area. 	A/C	E
	A/C	D
	A/C	D
	A/I	E
Relevant Experience	Measure	Rank
<ul style="list-style-type: none"> • *Substantial experience at senior level relevant to the provision including management and development of multi-functional teams 	A/I	E
<ul style="list-style-type: none"> • Experience of providing specialist advice and guidance to managers at all levels of seniority, external agencies and other forums on a regular basis. 	A/I	E
<ul style="list-style-type: none"> • Considerable experience of policy and procedure formulation and implementation. 	A/I	E
<ul style="list-style-type: none"> • Experience of performance and contract management issues with partners and private sector developers at director level. 	A/I	E
<ul style="list-style-type: none"> • Experience in securing significant levels of external funding and private sector investment, budget management / commissioning plus the ability to understand and manage complex budgets and other financial information and processes. 	A/I	E
<ul style="list-style-type: none"> • Experience of establishing and developing partnerships, including with partners in the private sector. 	A/I	E
<ul style="list-style-type: none"> • Extensive experience of effectively managing programme, projects and processes to deadlines and budgets, 	A/I	E
<ul style="list-style-type: none"> • Able to demonstrate a consistent track record of procuring, supervising and managing complex projects and systems involving significant risk, as well as putting in place processes to manage this to deliver outcomes aligned to organisational objectives and policies 	A/I	E

General and Special Knowledge	Measure	Rank
<ul style="list-style-type: none"> • Substantial knowledge of local and national strategies, policies and legislation relevant to the area of work. • Knowledge of the pressures facing national, regional and local government. • Substantial knowledge of project management of capital projects • Strong entrepreneurial, business and commercial acumen. • Substantial knowledge and understanding of how success in the relevant service area is achieved measured, monitored and evaluated. • Strong knowledge of how the service can be integrated with, and support the delivery of the council's objectives • Understanding of the Corporate and Political workings of the Council 	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p>
Skills and Abilities	Measure	Rank
<ul style="list-style-type: none"> • Excellent communication, negotiation and interpersonal skills with the ability to deal with a variety of internal and external stakeholders. • Ability to work at senior levels within an organisation and partnership agreements, sometimes in areas of significant risks, tensions and conflict. • Strong organisation and time management skills with the ability to work under significant pressure, being self-motivated and able to use own initiative under minimal supervision. • Skilled in producing quality documentation including external funding applications, reports, ensuring they are suitable for particular audiences. • Skilled in carrying out research and developing strategies, policies and procedures. • Ability to effectively manage sizable and complex projects / programmes and processes to deadlines at a strategic level. • Clear leadership, influencing and negotiation skills, and an ability to motivate staff / project teams and contractual partners. • Excellent advocacy, influencing, negotiation and decision-making skills particularly when dealing with service requirements and difficult, contentious and conflicting situations. 	<p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
Additional Requirements	Measure	Rank
<ul style="list-style-type: none"> • Willing to work flexibly in accordance with policies and procedures to meet the operational needs of the council. • Willing to undertake training and continuous professional development in connection with the post. • Work in accordance with the council's vision, priorities, values and behaviours. • Able to undertake any travel in connection with the post. 	<p>A/I</p> <p>A/I</p> <p>I</p> <p>A/I</p>	<p>E</p> <p>E</p> <p>E</p> <p>E</p>