

ROLE PROFILE

Post: Joint Strategic Director

Responsible To: Joint Chief Executive

JOB PURPOSE

- Be an active member of the Strategic Alliance Corporate Management Team (CMT).
- Provide strategic leadership to Assistant Directors.
- Work closely with the Joint Chief Executive and Elected Members to develop and implement leading edge strategies to ensure both Councils vision, priorities and values are actively promoted and delivered.
- Enhance the performance of both Councils by working with partner organisations.
- Build the reputation of both Councils with local residents and stakeholders.
- Set corporate standards of behaviour.

PRINCIPAL ACCOUNTABILITIES

Corporate Leadership

- Provide ownership of corporate leadership plans and ambitions.
- Support the development of change management and leadership capacity across both Councils.
- Ensure support for all Councillors in carrying out their roles.
- Deputise for the Chief Executive as necessary.
- Undertake such other duties as may be determined within the general scope and commensurate with the grade of the post.

Directorate Leadership

- Play a key role in CMT to ensure that strategic and local objectives are achieved within each service area of responsibility.
- Support the Cabinet Portfolio Holder in carrying out their role.
- Ensure the service area teams engage fully and work with Councillors and staff to embed our values and beliefs, encouraging a 'one team' corporate working culture.
- Be accountable for the financial performance of service areas.
- Challenge practices and encourage good performance throughout the service areas.
- Lead the delivery of both Councils values and behaviours in the service areas.
- Promote equal opportunities with our communities and our staff through personal example, open commitment and clear action.
- Fulfil the responsibilities of a Joint Strategic Director as set out in the corporate Health and Safety Policy.
- Ensure all relevant statutory and regulatory obligations are complied with.
- Provide a lead in risk management, emergency planning and business continuity as part of corporate arrangements as well as in the service areas, to make sure services continue.
- Ensure value for money services by listening to local residents and leading by example to achieve efficient service design and delivery.

Partner Organisations

- Take a lead role in developing partnerships, networks and relationships with stakeholders across both Districts and the region, to deliver value for money and ease of access to services for our customers.

Behaviours

- Provide a leadership example by role modelling the following behaviours:
 - Take ownership of our actions
 - Demonstrate an innovative, entrepreneurial attitude
 - Act with honesty and respect for others
 - Be innovative and commercial
 - Communicate in a clear and constructive way
 - Be committed to “One Team”

PERSON SPECIFICATION

Education and Training

	<u>Measure</u>	<u>Rank</u>
• Relevant Degree and/or professional qualification	A/C	E
• Recognised Leadership or management qualification	A/C	E
• Commitment to personal and professional development	A/I	E
• Higher degree in relevant subject area	A/C	D

Relevant Experience

	<u>Measure</u>	<u>Rank</u>
• Substantial experience of successfully building and maintaining relationships both internal and external	A/I	E
• Established track record of establishing working partnerships with outside bodies	A/I	E
• Acute political awareness	A/I	E
• Good understanding of the Corporate and Political workings of a Council	A/I	E
• Track record of providing clear, timely, professional advice to Senior Leadership and Elected Members	A/I	E
• Evidence of delivering a high quality customer focused service within allocated budgets	A/I	E
• Successful record of establishing a positive performance culture	A/I	E
• Experience of leading a diverse team of professionals in a complex organisation	A/I	E

General and Special Knowledge

	<u>Measure</u>	<u>Rank</u>
• Understanding of the legal, financial and political workings of Local Government and current best practice on tackling the kind of challenges that face Local Government services	A/I	E
• Understanding of and sensitivity to working within a political context and governance framework	A/I	E
• Understanding and implementation of effective performance management tools	A/I	E

Skills and Abilities

	<u>Measure</u>	<u>Rank</u>
• Excellent leadership, influencing and managerial skills	A/I	E
• Ability to organise and prioritise conflicting workloads and meet strict deadlines	A/I	E
• Ability to influence, empower and motivate employees in the attainment of service and organisational goals	A/I	E
• Ability to apply creative skills to develop innovative service delivery methods	A/I	E
• A clear strategic thinker and effective decision maker in a complex and challenging environment	A/I	E
• Able to demonstrate initiative and drive aimed at organisational, service and individual excellence	A/I	E
• Developed negotiation and influencing skills and an ability to challenge, innovate and produce concepts and new initiatives	A/I	E

Additional Requirements

	<u>Measure</u>	<u>Rank</u>
• Operate with the highest standards of personal/professional conduct and integrity	A/I	E
• Willing to work flexibly in accordance with policies and procedures to meet the organisational needs of the Councils	A/I	E
• Willing to undertake training and continuous professional development in connection with the post	A/I	E
• Work in accordance with the Council's values and behaviours	I	E
• Able to undertake any travel in connection with the post	A/I	E
• Be available and contactable out of normal office hours as necessary	I	E