

## **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**

	<b><u>Measure</u></b>	<b><u>Rank</u></b>
• 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**

	<b><u>Measure</u></b>	<b><u>Rank</u></b>
• 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