

Færfield

Lincolnshire
COUNTY COUNCIL
Working for a better future



Applicant Pack
Assistant Director
Adult Social Care

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Welcome letter from Martin Samuels

Thank you for expressing an interest in joining me and my senior team at Lincolnshire County Council.

The role as Assistant Director in Adult Social Care is both exciting and challenging. It is exciting, because Lincolnshire is a large and varied place, with a changing population, and has the partnerships and the resources to develop new approaches that enable people to lead what have been so aptly described as 'gloriously ordinary lives'.

The County Council is stable, whether politically, in its officer leadership, and financially. We have long-established and sound relationships with our partners, both in the NHS, our external providers, and our VCSFE sector. We have adopted a strengths-based approach and have taken significant steps to ensure that people who draw on care and support are enabled to maintain the maximum level of independence, and to exercise choice and control over their lives. These strengths were recognised last year, when the Care Quality Commission assessed the County Council as being 'Good' across the board.

There are certainly challenges too. The Lincolnshire population is somewhat older than the England average, and is aging rapidly – we expect the number of people aged over 85 to double within the next 15 years or so. We also have significant areas of deprivation, with rural and coastal parts of the county often having limited access to services and poor digital connectivity. And, like every other Local Authority in the country, we need to keep a close eye on managing our budgets to secure value for money and live within our means.

There is huge opportunity for someone with vision, expertise, and commitment to join a strong team here in Lincolnshire County Council. Having myself joined the organisation just over a year ago, I can vouch for the warmth of the welcome and the shared passion for enabling the people of Lincolnshire to lead their best lives. There is clear support for people to give of their best and to develop in their careers. As an experienced DASS, I have seen the benefit that people can gain from having access to development opportunities, and I am committed to doing all I can to ensuring that these opportunities are available to everyone in my team.

I would very much encourage you to review what you could achieve, and how you could grow, by joining us at Lincolnshire County Council, and I look forward to the opportunity to discuss our context and how you might contribute to the team.

Martin Samuels

Executive Director of Adult Care and Community Wellbeing

Lincolnshire County Council



Adult Care and Community Wellbeing

Working at the heart of our communities

What we do

We work with adults including older people, people with learning disabilities, people with physical disabilities and mental health needs. We are responsible for ensuring adults in our communities, their family and carers, are kept safe and provided with support to meet their needs.

In Lincolnshire we have a strong belief that prevention is key to future health. Our directorate includes Public Health colleagues who work to help people to stay healthy for longer.

Like all Local Authorities we face challenges. We are proud that we provide good quality services and strive for more creative ways of improving and developing partnership working with Health colleagues and care providers.

How we make a difference - our vision for Adult Social Care in Lincolnshire

Adult Care is in the business of people. People have challenges in their lives, but they also have success, strengths, aspirations and goals. The role of Adult Care is to understand who the people we work with are, what is important to them, what they aspire to and what they want to change. Our role is to build a relationship with people, understand what they wish to achieve and support them to have the best possible outcomes in their lives.

Personalisation is central to the Care Act 2014 and at the heart of our ethos. We want to support people to recognise their own strengths so that they can be active members of their communities and have ownership of their health and care.





JOB DESCRIPTION & PERSON SPECIFICATION

<p>Director Area: Adult Care and Community wellbeing</p>	<p>Job Ref Number: 02377</p>
<p>Service Area: Adult Frailty and Long Term Conditions</p>	<p>Grade: Senior Leader A</p>
<p>Job Title: Assistant Director for Adult Social Care</p>	
<p>PURPOSE OF JOB:</p> <p>This is a key role in the leadership of Adult Social Care within the Council. The post holder plays a central part in ensuring that both the service, the wider Adult Care & Community Wellbeing Directorate, and the Council as a whole, have a person-centred and strengths-based approach, which enables the people of Lincolnshire to lead ‘gloriously ordinary lives’, achieving the outcomes that matter to them.</p> <p>The role has direct line management of around 500 staff, focused on community support and hospital discharge, with a net budget of around £150m. In addition, the post holder has line management responsibility for the Principal Social Worker and their wider professional quality assurance and professional development functions. The role involves significant engagement with Elected Members, colleagues across the Directorate and more widely, and with partners, especially in the NHS. Co-production and links with the provider market and the voluntary sector represent key strands of activity.</p> <p>The post holder is also a senior member of the leadership team for the Directorate, the Council as a whole, and the Lincolnshire Integrated Care System, being part of setting a strong strategic direction and ensuring this is delivered in practice.</p>	
<p>Specific duties include:</p> <p>Ensuring that older people and working age adults with physical disabilities are able to draw on care and support and are able to maximise their independence, choice and control over their own lives.</p> <p>Working with Elected Members and senior officers to develop collaborations between locality teams and partner organisations, in particular NHS Lincolnshire Integrated Care Board, the United Lincolnshire Hospitals NHS Trust and Lincolnshire Community Health Services NHS Trust group, and the Voluntary and Community Sector, to ensure a consistent, effective, and efficient approach to policies and strategies for the commissioning and delivery of relevant services.</p>	

Translating complex legislation and guidance from Central Government into locally agreed strategies and plans that are implemented across corporate functions, the NHS, and District Councils. This includes having a detailed understanding of other countywide and national strategies and the crossover and requirements for consistency. These strategies then need to be developed into delivery plans and commissioned services, internal and external.

Supporting regional and national activity by representing the Council at relevant fora and participating in East Midlands ADASS sector-led peer reviews and other ACCW quality assurance programmes.

Ensuring that all commissioned and delivered services within the responsibilities of the Division deliver the required outputs and outcomes and are managed within allocated budgets, working with relevant corporate colleagues, and identifying and evaluating new funding or income opportunities.

Contributing to the Council's and to partners' change agendas by enabling and promoting a culture of strength-based, person-centred care, building on the principles of good social work.

Leading on behalf of the Council and local NHS partners in change management programmes across health and social care.

Developing and implementing approaches to the integration of commissioning and service delivery across the Council and NHS, especially through arrangements such as the Better Care Fund and other similar national initiatives. This may include leading on commissioning of services on behalf of other organisations, Section 75 arrangements with the local NHS, and guiding the procurement and contract monitoring of such contracts by corporate colleagues.

Developing outcome-based commissioning arrangements, and influencing and engaging stakeholders through the development of effective collaborative relationships.

Managing, prioritising, and allocating resources to ensure commissioned and delivered services are designed and delivered in ways that meet the agreed specifications, local and national performance requirements and national inspection standards. In doing this, continuously looking for synergies and efficiency savings. Securing value for money through built in flexibility to enable the Council to respond to changing environment of requirements and expectations at a national and local level.

Responsible for leading, managing, and developing an integrated team of staff delivering services in a locality or group of localities in line with the Council's commissioning and delivery intentions. This includes the operations and performance of the Assessment and Care Management (Social Work and Occupational Therapy) staffing functions that are a part of the delivery side of the service consisting of multiple teams across different environments, building and geography, and have a range of different complex functions including Acute hospitals, Community Hospitals and Primary care.

Developing and maintaining strategic partnership relationships with internal and external commissioners and suppliers to support relevant partners to deliver services, safeguarding responsibilities and to effectively operate as a relevant partner to support co-operation in line with legislation, Care Act 2014, Health and Social Care Act 2012, the Children Act 2004.

Ensuring ongoing compliance with legislation, including implementing change where new legislation, regulation or statutory guidance is given by Central Government. This includes accountability for translating this information into local policy and procedure.

Securing effective analytical functions across service delivery to support strategic, operational and individual commissioning and integrated service delivery.

Achieving continuous improvement through effective performance management, resource and asset management and quality assurance arrangements.

Leading change management programmes in line with the Council's and partner's change management programmes by ensuring service delivery within areas of responsibility promote a culture of performance assurance. In particular, support the Directorate and wider Council to be well placed for any new legislative requirements following the recent General Election.

Contributing as part of the ACCW Directorate Leadership Team (and, when required, to the Corporate Leadership Team) to the creation of one organisation, giving leadership to the communities Lincolnshire County Council serves, working effectively in partnership with others to develop effective corporate solutions to the challenges the Council faces promoting integration as the mechanism for strengthening service provision.

Being a role model, providing effective leadership and inspiration for all areas of responsibility.

Developing immediate staff and relevant partners and ensure effective development, leadership and management of staff ensuring high levels of motivation and empowerment.

Ensuring consistency of practice across the County, providing assurance that quality standards are consistently maintained.

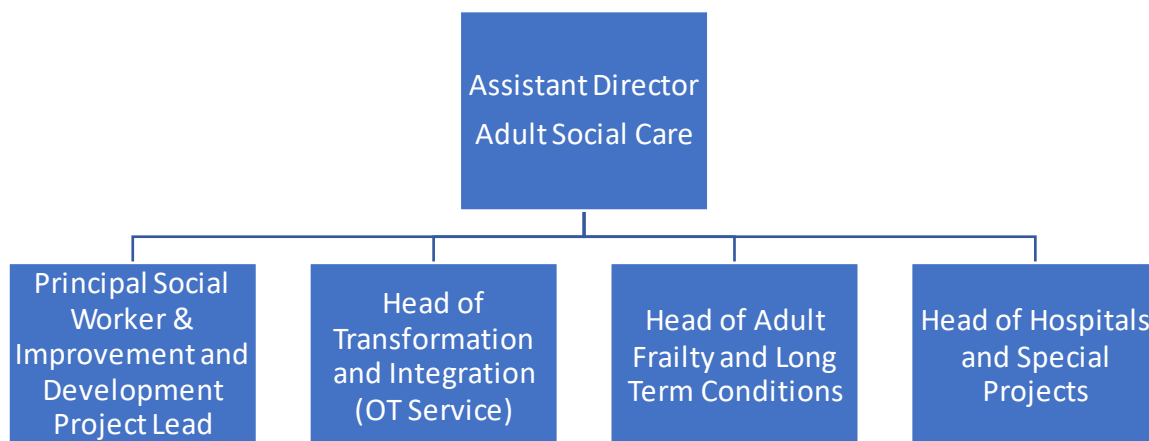
Ensuring that the locality teams have the capacity and capability to deliver the Council's objectives and targets across a variety of internal and external commissioning plans. Leading on the cross organisational planning, programme management and delivery of transformation and integration within Adult Social Care.

Ensuring all services are delivered within allocated budgets and identify and evaluate new and existing funding streams, transforming service to meet new budget requirements in line with Council priorities. To be accountable for a budget of approximately £160 million pa gross.

Developing and maintaining strategic partnerships to maximise the Council's influence and investment into the Council's priorities

Developing and managing a sustainable market of good quality provision promoting Personal Budgets.

TEAM STRUCTURE:



MAIN DUTIES:

1	The specific accountabilities of this role will be flexible and will change to meet the needs of the organisation as required but will include (or be equivalent in nature to) those listed below:
2	To deliver a personal portfolio of corporate programmes or projects
3	Contribute and lead in the development and implementation of policies, strategies and plans that deliver the shared vision, strategic objectives and service goals.
4	Work with stakeholders to develop and maintain an integrated approach to performance management, quality standards and service delivery.
5	Promote inter-service working throughout all organisations (commissioners and providers) and contribute and / or lead on strategic, corporate, and partnership programmes as required.
6	Act as the lead for the delivery of strategic commissioned services in area of responsibility working closely with Members, Chief Officers, internal colleagues and external stakeholders, regionally and nationally; ensure effective services are in place and influence agendas and increase inward investment.
7	Ensure continuous improvement through effective delivery.
8	Ensure that staff understand and apply sound commercial and financial principles, and demonstrate an excellent working knowledge of issues arising in the area of responsibility
9	Accountable for the identification, assessment and mitigation of system, corporate and individual user risk and the development of appropriate responses to individual situations and overall business effectiveness and continuity in conjunction with the Council Executive, Corporate Management Board and NHS bodies.

10	Develop and promote a strong organisational ethos in support of the Council's vision and purpose and based on the Council's values.
11	Optimise the resources and infrastructure available to the Council, and ensure they are utilised effectively and efficiently.
12	Lead Strategic Programmes of work requiring cross-organisational and corporate approaches, e.g., implementation of the Care Act and BCF / Health and Social Care integration.
13	Operate as the senior officer in satisfying the requirements of the Caldicott Guardian
14	Create a positive image of the County Council as an Executive representative.
15	Remain up to date and compliant with all relevant legislation, organisational procedures, policies and professional codes of conduct in order to uphold standards of best practice.
16	Ensure that the Service is appropriately resourced, organised and structured to meet the Council's statutory obligations and where appropriate any national and local performance indicators ensuring the quality assurance framework effectively monitors performance.
17	Continuously improve the services provided by the Council identifying where possible, value for money savings and managing within allocated budgets, engaging with stakeholders to deliver an integrated approach to commissioning and delivery.
18	Establish and develop effective partnerships to enable delivery of the Service's objectives, with other statutory agencies and with the private and voluntary sectors encouraging commercial relationships and exploiting all opportunities for integrated delivery and integrated procurement.
19	Ensure the way in which resources in the Service are managed reflects the agreed corporate culture and style of the County Council. Optimize the resources and infrastructure available to ensure effective use of all resources and develop leadership talent, coaching and motivating staff to achieve performance excellence.
20	Support the development of Service Plans, Development Plans, Self-Assessment Frameworks (SEFs) and monitoring the delivery of agreed outcomes whilst assessing and effectively managing risk, assisting in the delivery of a customer focused approach.
21	Support the overview and scrutiny function of the council as required by the relevant Overview and Scrutiny committees.
22	As commissioner and deliverer of services, review and evaluate performance developing effective supplier/ market management strategies to meet customer expectations and to maximise the contribution of the supply chain.
23	Effective community and user engagement in the commissioning of services, including monitoring and evaluation of existing services.

24	Responsible for the strategic commissioning cycle in line with the 'Commissioning For Lincolnshire' approach and lead the strategic commissioning process; the shaping, planning, designing and delivering of new commissioned services and redesigning existing services, performance review frameworks and joint review processes that provide excellent and continued value for money and best meet the diverse and highest priority needs of the Lincolnshire Community.
25	Lead for strategic commissioned services working closely with Members, Chief Officers, internal colleagues and external stakeholders, regionally and nationally; ensure effective services are in place and influence agendas and increase inward investment.
26	Ensuring that commissioning staff understand and apply sound commercial and financial principles to the commissioning process and demonstrate an excellent working knowledge of issues arising in the commissioning context.
27	Act as the Lead service contact with professional and technical expertise for the delivery of co-ordinated commissioning strategies working closely with Members, Chief officers, internal and external colleagues, to maximise the Council's influence and promote a philosophy of collaborative and integrated working.
28	Create a positive culture and to take ownership of delivering an excellent customer service incorporating the Council's equality and diversity objectives and helping the Council to achieve best practice in all it delivers.
29	Deputise for the Executive Director of Adult Care and Community Wellbeing and other Directors as required.

PERSON SPECIFICATION			
Requirements	Where identified*	Essential	Desirable
Qualified social worker, registered with Social Work England	A		X
Educated to degree level and have a relevant professional and/or a managerial qualification or equivalent experience.	A	X	
Good working knowledge of adult social care	AI	X	
Personal leadership with ability to demonstrate effective motivational and adaptive leadership in order to adapt in a changing environment	I	X	
Future Focussed	I	X	
Political and Commercial astuteness with high levels of interpersonal and communication skills	I	X	
Proven ability to drive for results with strong influencing and negotiating skills with the ability to establish credible relationships that command professional confidence with members and Chief Officers.	AI	X	
Evidence of leading and managing a diverse range of services and their managers and supporting and leading a high performing team and flexible workforce	AI	X	
Proven ability to lead, develop and implement policies, strategies and plans that deliver a shared vision, strategic objectives, service goals and quality standards. Work with other stakeholders and support the implementation of a customer-focused vision.	AI	X	
A bridge-builder - able to promote inter-service working and encourage and act as role model to facilitate partnership working.	I	X	
Ability to undertake work of a complex and diverse nature which necessitates knowledge and skills at an advanced level in a number of specialist disciplines, including education, law, finance, management and procedural matters.	AI	X	

Excellent presentation, written and verbal communication skills	I	X	
Knowledge of relevant statutory duties and code of practice – which includes direct experience of leading adult social care elsewhere.	A		X
The ability to effectively manage budgets to the value of c.£160m per annum and ability to demonstrate value for money for customers with a strong focus on maximizing a return on investment	AI	X	
IT skills to ensure an integrated network of information	AI		X
Ability to plan, monitor and review all areas in the discipline	I	X	
Experience of developing and implementing planning and performance frameworks in a multi-disciplinary environment	I		X
Innovative and highly pragmatic with a proven track record of managing and implementing change	I	X	
Ability to act quickly establishing a positive relationship across the organization at all levels and across partner agencies	AI	X	
Ability to think conceptually and analyse complex data critically and problem solve	I	X	

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

This post requires you to participate in an on call (EDT) rota to provide cover to deal with occasional emergencies as required This post is also required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self -service to achieve maximum cost effectiveness.

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The postholder is expected to work to the Lincolnshire County Council Core Values and Behaviours and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding - . All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition, employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work

Lincolnshire: a place to live

One of the main reasons for joining Lincolnshire County Council is...well, Lincolnshire. With great schools, beautiful surroundings and affordable housing, this could be your ideal next move.

Alive with big open spaces that Lincolnshire is known for, including the famous Lincolnshire Wolds and 50 miles of coastline, there is probably more than you expected to our county.

From idyllic villages to the city of Lincoln, we have thousands of years of history meeting with a growing cosmopolitan university. Lincolnshire offers the perfect balance of opportunity, affordability and security. And we make sure you can make the most of it, giving you the flexibility to find your ideal work-life balance.

Not only is Lincolnshire one of the safest places to live in the UK, it's also one of the most affordable with average house prices up to 35% lower than the national average.

90% of our schools are rated outstanding or good and we have two growing universities, both of which have achieved gold awards for their teaching excellence.

It's not just about what's in our county that matters, with up to 9 trains per day to London and modern transport links, Lincolnshire is a gateway to the Midlands and East of England.



Lincolnshire County Council: a great place to work

At Lincolnshire County Council we offer a lot more than just the scenery. We have competitive salary packages, career progression opportunities and benefits such as lease car packages and a generous pension scheme. We also support staff with professional development opportunities, regular reflective supervision and protected CPD time.

Our staff have the benefit of flexible working policies and generous annual leave entitlements as we recognise that work-life balance is an essential part of living well.

So, if you're looking for a place that delivers quality of life and the chance for you and your family to grow **Lincolnshire might just be the place for you.**



Indicative timetable

Closing date for applications: Monday 4 November 2024

Preliminary interviews: week commencing 11 November 2024

Final interviews: week commencing 25 November 2024

Contact information

We strongly recommend you speak to one of our retained consultants at Faerfield before submitting your application. They will be able to answer any questions you have about the role, and can give you guidance on submitting a successful application.

For an informal conversation about this fantastic opportunity, please contact:

Dawn Faulkner

Email: dfaulkner@faerfield.co.uk

Phone: 0121 312 3755

Sean Anderson

Email: sanderson@faerfield.co.uk

Phone: 0121 312 3755

To apply

To apply for this job please visit www.faarfield.co.uk/lincolnshire and click on the Apply button at the bottom of the page. below and fill out the requested information. When prompted, please submit your CV and a Supporting Statement (no more than four sides of A4 each).

With your CV, please also provide the names and contact details of two referees, one of whom should be your current or most recent employer. Referees will only be contacted if you reach the final stages, and we will not contact referees without your permission.

Your supporting statement should express why you are interested in this role and what experience you can bring to the organisation. The statement should tackle the specific requirements of the role; outlining examples and outcomes showing how you meet those requirements.



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