

Job Description and Person Specification



This authority has a responsibility for, and is committed to, safeguarding, and promoting the welfare of children, young people, and adults at risk, and requires all staff and volunteers to share this commitment.

Solihull Council is committed to equal opportunities and expects all staff and volunteers to recognise and value differences.

SECTION A: Specific Role Profile

Post Title	Director of Children's Services	Post No	EDUC471
Directorate	Children's Services		
Division	Directorate Leadership Team		
Band	Up to £140,545 (including performance related pay)		
Responsible to	Chief Executive		
Location	Council House		
DBS Check	Enhanced check for regulated activity for working with Children		
Fluency Duty	This post is covered by the Fluency Duty, as outlined in the Code of Practice on the English language requirements for public sector workers.		
Car User Status	This is an essential car user post as the demands of the job make it operationally essential and there is a contractual requirement to make a suitable vehicle available to ensure the requirements of the job can be carried out effectively. Applicants must be able to drive, have a driving licence and be a car owner, however for disabled applicants, reasonable adjustments will be made where required.		

Role Purpose

To fulfill the spirit (and the letter) of the responsibilities of the Statutory Director for Children's Services, being the Borough's professional champion for children, young people and families.

To ensure that Solihull is a place where every child and young person has a great chance to succeed, where nobody is left behind, and where children and families are healthy, safe and achieve their full potential.

Role Responsibilities

1. The postholder is the Borough's (as well as the Council's) strategic leader responsible for safeguarding and promoting the wellbeing of all children and young people.
2. As part of the Corporate Management Team and working with partners, deliver the outcomes set out in the Council Plan and the Children's Services Business Plan, driving the delivery of key

priorities such as keeping children safe, tackling child poverty, improving access to childcare and improving educational attainment.

3. To perform the role of Delegated Safeguarding Partner and work in partnership with strategic leaders from the Integrated Care Board and West Midlands Police to deliver the requirements of Working Together 2023 and specifically the 'working as a team' responsibilities, including being part of an effective Solihull Safeguarding Children Partnership (SSCP).
4. To lead the Directorate Leadership Team and ensure that Children's Services financial and human resources are planned, deployed, and controlled effectively and that systems, processes, performance, and management arrangements support the Directorate's and Council's strategic, operational and customer objectives/outcomes.
5. To lead and drive forward our continuous improvement programme, Ambitious for our Children, working closely with our Commissioner, the DfE and external stakeholders to ensure our statutory objectives are effectively met.
6. Ensure effective child protection systems are in place and that professional leadership and practice is robust and can be challenged appropriately on a regular basis. Develop and deliver appropriate strategies offering early help and prevention, in conjunction with partners.
7. To provide strategic leadership in the commissioning of services to achieve the Council's ambitions and desired outcomes.
8. To be a visible leader and have an ongoing presence amongst the children's services workforce.
9. To deliver a safe and stable Children's services workforce, reducing turnover and reliance on agency or interim staff where possible and appropriate.
10. As the statutory Children's Officer, support and advise Members of the Council on all children's services matters, including reviewing the impact of national and local policies and developing strategic responses to them, so that the Council consistently meets its statutory obligations in respect of services to children and young people.
11. Through the provision of timely, solution focussed advice, development and support enable the Chief Executive and all Councillors and especially the Cabinet Member for Children and Young People to fulfil their statutory, community leadership and other responsibilities and duties.
12. Focus on ensuring that the corporate parenting of looked after children is fully embedded in the Council and its culture.
13. Ensure that fostering and adoption are delivered in a timely and high-quality manner.
14. Ensure the adequacy and effectiveness of local partnership arrangements (e.g. the Council's relationship with schools, the courts, Police and Probation).
15. To lead all statutory education functions and to work in partnership with headteachers, school governors and academy sponsors and others, including special schools, to support the drive for high educational standards for all children and young people, paying particular attention to the most disadvantaged groups.
16. Work with colleagues so that an integrated approach is taken to ensuring that school leavers are able to secure jobs, vocational training, or further education and promote and create opportunities for co-operation with local partners (for example, health, police, schools, housing services, probation, higher and further education, and employers) to improve the well-being of children and young people.

17. Ensure that children's needs are reflected across all Council services, for example to support a smooth transition from children's to adults' services.
18. Ensure the involvement and experiences of children and young people are accounted for in the delivery of Council services.
19. Ensure that the local voluntary and community sector, charities, social enterprises, the private sector and children and young people themselves are included in the planning, commissioning, and delivery of children's services where appropriate.
20. To provide leadership to the multi-agency early help system and ensure the effectiveness of delivery of the Council's services in this area.
21. To take lead responsibility for the delivery of the Youth Justice Multi Agency Strategy and to chair the Youth Justice Board on behalf of the Chief Executive.
22. Together with colleagues, including the Director of Adult Social Care and the Director of Public Health, drive the development of the local Joint Strategic Needs Assessment (JSNA) and joint health and wellbeing strategy and help join up local commissioning plans for clinical and public health services with children's social care and education, where appropriate, to address the identified local needs.
23. As a member of the Health and Wellbeing Board, ensure effective working relationships between the Health and Wellbeing Board and the Solihull Safeguarding Children Partnership (SSCP).
24. To undertake a lead role in the Strategic Group of the Council's Emergency Planning and Resilience arrangements.
25. Any other duties that may be required that are commensurate with the grading of the post.

Section B: Person Specification

	Essential Criteria	Desirable Criteria	Measured By
Education & Qualifications	Degree or other equivalent academic or professional qualification	Management Qualification Social Work Registration	Application Form

Experience & Knowledge	Considerable experience of working in a senior Children's social care role		
	Effective strategic leadership and management experience across a range of children's services functions or with multiple stakeholders		
	Working successfully within a political environment		
	Understanding of the nature of interdependencies between Directorates, partner organisations and local strategic partnerships		
	Major national policy developments in Children's Services and local government more generally.		
	Knows what 'good looks like' in Children's Services and is able to deliver it and innovate successfully		
	A track record in and personal commitment to working to improve the attainment of vulnerable and/or looked after children and young people		
	A track record in improving educational attainment		
	A track record of significant ambition, delivery, and achievement in a challenging and large-scale environment.		
	Experience of pushing the boundaries and exploring new and different solutions.		
	Building strong and enduring relationships with a wide range of partners.		

	Strong strategy and policy innovation combined with successfully operational delivery including sound financial management.		
	Successful driving and delivery of ambitious transformational change.		
	Strong experience and familiarity of the health sector and public health challenges and opportunities.		

Skills & Abilities	Proven leadership skills within a multi-agency context		Supporting statement and assessment centre
	Ability to work effectively within a political environment and establish a positive relationship with Councillors, MPs and Ministers		
	Awareness of and responsiveness to organisational politics and ability to establish a positive relationship with senior officers and partners		
	Ability to engender professional confidence, develop leaders and create a powerful senior leadership team		
	Ability to give strong leadership of the Children's Services senior team and for cross partnership teams and projects		
	Very strong communication, negotiation and problem-solving skills and an ability to influence outcomes through effective reasoning, persuasion and diplomacy		
	Demonstrates the Council's values; inspires people and provides direction and clarity so that staff are highly engaged and motivated to deliver to the best of their abilities even through challenging times.		
	Excellent written communication skills		
	A proven ability to deliver change in a managed way		

	Working Together – Works together across teams, services and organisational boundaries to deliver effective services.		
	Building Support – Convinces others, communicates effectively and authentically; skilfully influences to build support for change.		
	Analysis and Judgement – Thinks through issues systematically, using the evidence available and applying sound judgement to make decisions.		
	Driving improvement – Has a grip on management of services including risks and financial management; takes accountability for driving excellence and delivering results; applies a continual focus on performance and improvement within the context of increasing efficiency and improving productivity.		

Core Behaviours	Excellence - With enthusiasm, you work to deliver a high-quality service from your work location, whether that be in a Council building or in a remote working location, to meet customer, organisation and personal expectations. You adopt a 'can do' attitude in all of the work you deliver, ensuring it meets the needs of current and potential customers.	Interview
	Simplicity - You actively seek ways to prevent over-complication or confusion, by adopting the most simplified approach to work. You communicate clearly and concisely, ensuring that the message is understood by all.	Interview
	Trust and Respect -You are aware of your impact on others including confidentiality. You value openness and listen carefully to understand the views of others. You promote the values of diversity and actively work to minimise any harm caused to others in order to foster an environment of mutual trust and respect.	Interview
	Working Together - You work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or the communities we serve.	Interview
	Responsibility - You take ownership for your work, and you use your initiative to deliver. You are accountable for your own performance and development, and you take responsibility for your actions and decisions.	Interview
	Leadership - Your leadership is demonstrated by delivering outcomes and inspiring your team and individuals to improve and develop within an environment that enables individuals to achieve their potential.	Interview

Other Requirements	Applicants must be able to drive, have a driving licence and be a car owner, however for disabled applicants, reasonable adjustments will be made where required.		Interview
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Compiled/Reviewed by	Adrian Cattell (Head of Human Resources)
Date	February 2025

Section C: Additional Information

Corporate Parent Responsibilities

All employees should act as an advocate for our Looked After Children; fulfilling our corporate parenting responsibilities by considering Children and Young People in everything we do.

Health and Safety

Health and safety laws require all employees to help the Council maintain and improve health and safety standards. This means that the post holder must take reasonable care of his/her own and others' health and safety and co-operate with any reasonable request to support the Council, managers and other employees, in meeting their health and safety legal responsibilities. Line managers have additional responsibilities to ensure that policies, procedures, and safe systems of work are implemented on a daily basis.

All duties and responsibilities must be carried out in line with the Council's Corporate Health and Safety Policy and any local safety procedures.

Information Management

As an employee of the Council, the post holder will be expected to manage information in accordance with standards outlined in the Corporate Records Management and Information Security policies. They will ensure that information used is held and transmitted securely in a manner commensurate with its sensitivity, and that it complies with the provisions of Data Protection legislation and guidance.

The post holder will be accountable for ensuring that he/she is aware of relevant Council policies and that all duties and responsibilities are carried out in line with the appropriate policies and procedures.

Equal Opportunities

Solihull Council is committed to Equal Opportunities and expects all staff and volunteers to recognise and value differences.

Training and Development

The Council is committed to the personal and organisational development of the individual. The post holder will be encouraged to identify job-related development needs.

Solihull Behavioural Framework

The Council expects all employees to conduct themselves in a way that is consistent with the values and behaviours set out in the Solihull Behavioural Framework.

Mobility

Whilst this post is initially to a specific post, the post holder may be exceptionally required to transfer to any post appropriate to their grade at such a place as in the service of the Council they may be required.

Variations to Job Descriptions

Due to changing customer demands, duties and responsibilities are likely to vary from time to time and the Council therefore retains the right to amend job descriptions to reflect changing requirements.