

**HEAD OF FUNCTION FOR ADULT SOCIAL CARE
INTEGRATED ADULTS AND SOCIAL CARE SERVICES
Working Age, Protection and Quality Standards Services**

Purpose: Manage the assessment of need, care delivery / planning, review, personalisation and safeguarding of adults to the highest standards within available resources to promote independence, choice and control.

Key Results Areas	Critical Success Factors	Skills, Know How and Experience	Competencies
<ul style="list-style-type: none"> • Manage the social work assessment and care planning and / or The Enablement and Independence Service and review strategies, policies and processes to meet the highest standards of professional practice. • Manage social work safeguarding strategy, policy and processes to meet the highest standards of professional practice, in line with the Care Quality Commissions framework. • Take the lead responsibility for the protection of vulnerable adults. • Lead the development of social work/social care to reflect best practice and meet the requirements of regulatory bodies. • Lead the personalisation of social work/social care. • Ensure that all services are delivered within legislative requirements and performance frameworks. • Develop partnerships with other agencies including health, housing, children's services, local authorities, the voluntary sector and representative bodies. • Work with regional colleagues to drive sector led improvement and benchmarking of quality services • Ensure that Members are aware and have the opportunity to comment on service changes through portfolio briefings. • Develop innovative solutions to changes in Government policy, need and resources in consultation with community groups. • Liaise with Trade Unions to manage the consultation and negotiations process in terms of implementing changing practices within the service area. • Chair complex HR meetings and take a strategic leadership role across the service 	<ul style="list-style-type: none"> • Achievement of Best Value. • Continued strategic shift of services. • Development and maintenance of Partnership arrangements. • Compliance with:- • Legislation • Care Quality Commission Single Assessment Framework • User satisfaction. • Member satisfaction. • Budgetary control. • Safeguarding vulnerable adults. 	<ul style="list-style-type: none"> • Degree level and social work qualification. • Management qualification. • Experience of working with adults in need and vulnerable adults. • Senior management and budgetary experience. • Knowledge of the national and local agenda for care services. • Experience of internal and external partnership working. • Experience of managing diverse multi-disciplinary teams. • Understanding of the political structure with committee decision making. • Experience of developing strategies and commissioning. • Experience of building effective working relationships with trade unions. 	<ul style="list-style-type: none"> • Directing Strategy • Corporate Responsibility • Building a shared vision • Change Leadership • Managing Service Delivery • Business Acumen • Facilitating Change • Communication and Engagement • Developing teams and individuals • Managing performance • Personal impact • Making things happen • Customer Focus • Communication • Team Working • Flexibility • Learning and Development

<ul style="list-style-type: none">• Create the conditions to facilitate co production with service users, employees and partners• Facilitate equality of access and experience across the services			
<p>Dimensions: Working Age, Protection and Quality Standards Services has 100 employees; £30,072,433 net budget. Provide Senior Manager cover on the Children's and Adult's EDT rota</p>			