

EPHING FOREST DISTRICT COUNCIL

ROLE PROFILE

JOB TITLE: Strategic Director

PURPOSE:

The Strategic Director is responsible for the successful leadership and management of the authority according to the strategic direction set by the Council

Take collective responsibility for:

- ensuring excellent services are provided to our residents;
- shaping the development and driving the delivery of corporate plans, strategies, resources, services and reviews of effectiveness, including being an active member of the Council's Management Board;
- leading and facilitating corporate, cross service and organisation projects to achieve the most effective services possible for the community, partners and the Council;

Lead by example, providing energetic, visible and inspiring leadership, taking personal responsibility on all aspects of the Council's services to the residents, businesses and visitors of the District, while empowering others to do the same.

KEY ACCOUNTABILITIES

Ensure our customer service and delivery is excellent and continually improves.

Take a lead role in the transformation and evolution of our and other public services in the District, by developing forward-looking strategies based on a thorough understanding of the needs, assets and opportunities of the District.

Act as champion and corporate sponsor for strategic programmes to achieve the objectives of the Council as directed by the Chief Executive. Seek innovative and creative solutions to bring about change and improvement, delivering ambitious and forward thinking approaches to service delivery.

Represent the Council by promoting its image and reputation on a National and Regional stage and help to influence national and regional policies & strategies.

Form strategic alliances and develop effective working relations with partners, government departments, user groups, business and industry, voluntary sector groups, including championing the interests of the District Council's community, stakeholders and partners ensuring the best possible outcomes for the District.

Ensure the best use of resources and assets in all Council activity. To explore and exploit commercial opportunities for the benefit of our communities, to improve service delivery and provide best value.

Provide clear and timely strategic advice, guidance and support to elected members. Develop and maintain good communications between and with elected members, officers and employees.

Provide confident corporate leadership and a clear sense of direction and purpose that enables the Council to deliver its vision, priorities, policies and aims.

Uphold the Council's governance mechanisms, ensuring high standards of performance, operational effectiveness, financial management, probity, safeguarding, risk management, safety, equality and open government are maintained.

Through personal example, open commitment and clear action provide employees with positive leadership, to benefit the Council as a whole and to the standards in accordance with the Values and Behaviours.

Through personal example, promote the Council's vision, values, policies and priorities and ensure a positive approach to valuing diversity, resulting in equality of opportunity, access and treatment in service delivery, employment and external communications.

Undertake such duties and responsibilities and representation on key Boards as determined by the Chief Executive that are consistent with the level and nature of the post. Deputise for the Chief Executive as required

For the purposes of performance and terms & conditions manage a number of Service Directors.

These duties and responsibilities should be regarded as neither exclusive nor exhaustive as the postholder may be required to undertake other reasonably determined duties and responsibilities, commensurate with the grading of the post, without changing the general character of the post.

SKILLS/KNOWLEDGE/ATTRIBUTES

<p>Education</p>	<p>Graduate or demonstrable equivalent work experience</p> <p>Formal management or project or programme management training</p> <p>Demonstrate a good understanding of safeguarding issues commensurate with the role.</p>
<p>Experience</p>	<p>Successful strategic leadership in an organisation of comparable scale and complexity</p> <p>A demonstrable track record of leading, motivating and inspiring large multi-disciplinary teams to achieve strategic objectives</p> <p>A track record of leading and delivering successful major organisational and culture change.</p> <p>Demonstrable experience of working successfully with partners to achieve objectives</p> <p>A track record of working to manage conflicting national and local priorities</p> <p>Evidence of building and maintaining organisational reputation and profile</p> <p>Evidence of successfully delivering improvements through a range of service delivery options i.e. shared services, outsourcing, partnerships.</p>

Knowledge & Skills	<p>Ability to establish positive relationships with key stakeholders at all levels, including Elected Members, Partners, Staff, Trade Unions, and Government that generate confidence and respect</p> <p>A thorough appreciation, knowledge and understanding of the current issues facing local government.</p> <p>Possess a high degree of political sensitivity</p> <p>A good understanding of the strategic use of technology for the delivery of modern and streamlined services and processes</p>
Behaviours	
Trust	<p>Able to demonstrate personal conduct, integrity and credibility that inspires confidence in members, employees, customers, partners and others.</p> <p>The ability to act as an inspirational role model, lead, manage, empower, nurture talent, and motivate employees.</p> <p>Self aware and understands how own style and behaviour impacts on the performance of others.</p>
One Team	<p>The ability to communicate and gain ownership of a clear vision and direction.</p> <p>Enthusiastic, energetic and inspirational leadership</p> <p>Strong emotional intelligence and resilience.</p> <p>Successfully lead teams and achieving performance and results through them</p>
Performance	<p>Strong focus on outcomes.</p> <p>Proactive and tenacious in approach.</p> <p>Be commercially astute, identifying business opportunities, showing financial awareness and cost control</p>
Innovation	<p>Good judgement, strong analytical skills and the ability to use data and information intelligently and innovatively.</p> <p>Keep abreast of good practice, trends, innovative ideas across the public and private sectors.</p>
Customer	<p>Demonstrate a strong customer focus</p> <p>Demonstrate a strong personal commitment to quality and cost effective public services, informed by customer and community involvement.</p>

Other Requirements	<p>Strong inter-personal and communication skills, including the ability to consult, negotiate, persuade and influence others.</p> <p>Ability to attend meetings outside normal working hours on a regular basis.</p> <p>Able to attend meetings at partner organisations and across the district where public transport does not exist or is limited.</p>
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CURRENT JOB DESCRIPTION