

Person Specification Service Manager; Commissioning (Social Care and Inclusion)

Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

- Understands and has experience of key strategic drivers and of applying current legislation, policy and guidance through commissioning and contracts
- A co-operative and creative leader, able to develop innovative solutions and implement change with others and at pace
- Extensive experience of commissioning in Adults Social Care or Inclusion services
- Demonstrates working collaboratively with local communities to improve outcomes for residents drawing on techniques of co-design, co-production, and performance monitoring in order to successfully commission or de-commission services
- Demonstrates strong collaborative working with colleagues and stakeholders across a wide range of different areas including the council, the NHS, commissioned and voluntary and community sector providers
- Demonstrates experience of navigating large, complex organisations and the challenges this raises in respect of political, financial and legal requirements
- Copes well with change and new demands, and demonstrates a strong track record of responding effectively to new areas of work outside existing experience
- Understands the financial and reputational risks inherent in commissioning and procurement activity, and able to design and implement strategies to mitigate these, specifically including risk management approaches
- Understands and can implement effective contract management, including use of quality and performance assessment methodologies
- Understands the core values and principles running through the Council's approach, including, asset based working, social value and fairness, and is able to apply them in real life situations
- Demonstrates highly developed communication skills, and is able to use these innovatively to engage, motivate and train a variety of stakeholders
- Able to write clearly, concisely and persuasively
- Understanding of, and commitment to, the principles of Equal Opportunities

Part B

The following criteria will be further explored at the interview stage:

- A clear understanding of the outcomes of previous commissioning, procurement and/or change management activity they have led, and how this can be applied to future opportunities
- Experience of performance management, including management of poor performance
- Experience of using an asset based approach to drive change, improvement and innovation

- Experience of establishing effective working links with internal and external agencies
- Experience of coproduction, consultation and negotiation
- Experience of budgetary and staff management including financial administration