

**Person Specification**  
**Programme Lead – Commissioning**



**Part A**

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

**Essential**

Able to:

- Provide system leadership in the delivery of Collaborative Newcastle priorities, ensuring delivery of local and national guidance and directives
- Demonstrate a track record of leadership skills in managing and driving programmes of service improvement and innovation
- Demonstrate substantial experience of working strategically in relation to homelessness, care and/or support services
- Demonstrate a proven track record of developing and maintaining positive working relationships with colleagues and stakeholders, both internal and external
- Plan and prioritise diverse workloads to meet tight deadlines
- Communicate effectively, orally and in writing, with a diverse range of people
- Advanced reasoning, problem solving and analytical skills, including the ability to respond effectively to changing operating and policy contexts
- Ability to lead and manage staff
- Demonstrate an understanding of the Council's Equalities policy

Experience of:

- Commitment to raising the quality of services and experience for people in Newcastle
- Understanding of relevant government policy and its local implications and approach to translating policy aspirations to deliver measurable outcomes
- Experience of working strategically in relation to care and support services to establish effective performance management processes and appropriate project management governance is robust including business planning, learning and development and communication plans, accountability, and performance management to ensure achievement of the service objectives.
- Approach to partnership working and building effective working relationships with a range of internal and external stakeholders
- Developing and implementing effective policies and procedures and new ways of working to support service improvement and cost-effective operating models.
- Motivating and managing staff
- Managing, effecting, and implementing cultural change in the workplace
- Managing continual business process improvement to deliver efficiency
- Working within a resident focused environment
- Analysing data and intelligence to develop strategies to improve service delivery and team performance
- Communication skills

- Influencing and negotiating skills
- Good ICT and keyboard skills including use of Microsoft applications