

PERSON SPECIFICATION: Transformation Manager – Family Hubs

POST REFERENCE: 107895

HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.

REQUIREMENTS	ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)	DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R)
- Educational/vocational/occupational qualifications and/or training - Specific qualifications (or equivalents)	• Bachelor's Degree or equivalent	• Project Management qualifications
- Work or other relevant experience	• Experience in project management and delivering a major change programme (F,I) • Experience of managing staff (F, I) • Experience of leadership in strategic partnership working and engagement across organisations and sectors (F,I)	• Experience of working with children and young people and families to promote improved outcomes (F,I) • Experience of developing and implementing strategies in the context of early help or

	• Experience of consultation, co-production and community engagement in change management programmes • Budget management (F,I) • Negotiating with and securing engagement of a wide range of stakeholders (F,I)	preventative services and/or children's services
- Skills, abilities, knowledge and competencies	• Understanding of the principles of change management and ability to lead and coordinate major change programmes through to successful delivery (F,I) • Project planning and management skills (F,I) • Strategic and lateral thinking to deliver innovative and creative solutions (F,I) • Ability to advise, challenge, influence and negotiate at a senior level to shape delivery and drive cultural organisational change (F,I) • Proven communication and influencing skills (F,I) • Analytical and organisational skills to deliver against a project plan, manage delivery to timescales and escalate risk appropriately. • Ability to establish and maintain professional relationships with partners, Elected Members, staff and communities (F,I)	• Research skills and the ability to assimilate complex information quickly and present data in an easily understandable format

	• Ability to provide leadership, engage and motivate people and key partners to reach key objectives (F,I) • Excellent oral, written and presentation skills (F,I) • Self-motivated, proactive, innovative and creative (I)	
- General competencies	• Maintains a professional approach in all circumstances (I) • Committed to continuous improvement and development of self and others (I)	
ESSENTIAL / DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)		

On-going Training Requirements

The post holder will be required to undertake the following mandatory/essential training at the frequency indicated.

Mandatory/Essential Training	Frequency
Safeguarding	Minimum of every three years or as required
Information Governance	Annually

Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council's Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.