

# PERSON SPECIFICATION

<b>Job Title:</b>	<b>Area Manager</b>
<b>Directorate &amp; Section/Unit:</b>	<b>Adult Services – Learning Disability Service</b>
<b>Salary Grade:</b>	<b>PO4</b>

## EXPERIENCE:

It is **essential** that the post holder has:

- Substantial experience of working with adults in a statutory social care setting, including those in need of safeguarding.
- Substantial experience of decision making on adult's case work including decision making regarding the use of resources to ensure best value.
- Significant experience of managing and developing staff
- Significant experience of using data and information to improve team performance
- Significant experience achieving results either through the leadership of staff or projects.
- Significant experience of monitoring and managing budgets
- Significant experience of partnership working

It is **desirable** that the post holder has:

## KNOWLEDGE, SKILLS AND ABILITIES:

The County Council has developed Leadership Competencies that describe what managers in the organisation are expected to bring to their role. (*See DMA competencies document*). Candidates for this role will be tested against these competencies and they will continue to be relevant for job performance if appointed. These competencies will be revised from time to time as the needs of the organisation change. The Critical Success Factors further describe the Leadership Competencies and for the role of Team Manager those at level 1 are relevant.

It is **essential** that the post holder has:

- Expert knowledge and understanding of relevant legislative and regulatory framework and Government initiatives relating to adult's services, including safeguarding e.g. Care Act 2014
- Excellent communication skills, written and oral and the ability to convey information to a variety of audiences.
- The tenacity to repeatedly follow through indicators of service and staff performance to secure the necessary improvement in service provision.
- Emotional resilience, that is, the ability to perform effectively during periods of change and stress.
- Willingness to enhance personal performance by seeking out constructive feedback, gaining insight and awareness of personal strengths and challenges.
- Ability to deal sensitively and appropriately with confidential information
- Excellent organisational, time management and planning skills
- Ability to promote and model effective relationships with a range of people, e.g. Carers, Service Users, partners

## QUALIFICATIONS/TRAINING & DEVELOPMENT:

It is **essential** that the post holder has:

- A professional qualification in social work or equivalent
- Health & Care Professions Council (HCPC) registration or equivalent

It is **desirable** that the post holder has:

- A relevant leadership qualification or evidence of former and ongoing leadership development.

## ADDITIONAL INFORMATION:

This is a demanding role and the job holder must be capable of responding positively to the significant scrutiny for Children's Services. The job holder must be able to work the hours necessary to deliver the requirements of the job. Travel throughout the County and further is required.

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