**Job and Person Profile (JPP)**

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| **Job details** |
| **Job title** | Senior Manager for Libraries and Place Making |
| **Job Reference** | 20161 |
| **Grade and Salary** | Senior Manager - £72,329 per annum (pro rata if part time)This role includes performance related pay progression |
| **Service and Team** | Public Health & Communities: Communities, Place Making and Inclusion Team |
| **Location** | Endeavour House, Russell Road, Ipswich, Suffolk, IP1 2BX |
| **Hours per week** | 37 |
| **Status** | **Permanent** |
| This role may offer the following flexible working options | * *Working part time hours (eg different hours/days to those advertised)*
* *Job sharing*
* *Working compressed hours (eg a nine-day fortnight)*
* *Term time working (including partial term-time working)*
* *Use of flexitime / time off in lieu*
* *Hybrid working options, including some home working*
* *Working from different Council buildings*
* *Working adjusted core hours (eg starting later and finishing later or other patterns)*
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| **About us** |

As a modern and effective council, we understand the importance of being flexible and well-connected in the ways we work. We focus our ambitions on doing what’s right for people, our partners and our communities - both now and for the future.

That’s why, as one of the largest employers in Suffolk, we believe in empowering everyone. Through career variety and collaborative working, accessible career paths and professional development.

The support and care we offer encourages and enables you to be the best you can be. To make a meaningful impact on the world around you. To achieve a unique sense of pride in what you do, why you do it and where. **Reimagine the possibilities.**

The Public Health and Communities (PH&C) directorate plays an important role in improving health and wellbeing outcomes across Suffolk through our mission of “Working in partnership to build the foundations for Healthy People, Healthy Places and Healthy Futures, and safer, stronger, more resilient communities in Suffolk”.

To deliver on our mission we have set out five core ambitions over the next 5 years including Starting Well, Being Well in Mid-life, Aging Well, Our Health and Climate Change and Closing the Inequality Gap, which you will play a key role in delivering. How we work is as important as what we do – our key principles include:

* building on individual and community strengths
* promoting equality, diversity and inclusion
* working to improve the health of people and of the planet in all that we do
* targeting equality in outcomes, recognising that people with greater needs may need greater support to achieve equal outcomes
* taking a place-based approach
* using data, evidence and intelligence to inform our work
* being flexible and innovative.

PH&C has a wide range of levers to improve outcomes through system leadership, influencing the work of partners and the delivery of key responsibilities such as community infrastructure, health improvement including mandated public health services, creative health and libraries, supporting and influencing the work of the NHS, community safety, improvements in the wider determinants of health and a collaborative leadership in data and intelligence. The Directorate works as part of a wider integrated system alongside other Suffolk County Council directorates, local communities, district and boroughs, health and care partners, voluntary sector, private sector to improve outcomes through collaborative efforts, building on collective strengths.

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| **Main purpose of the job** |

Public Health & Communities Directorate is made up of four Pillars that contribute to

achieving ‘Our Ambitions, our future’:

1. Communities, Place Making & Inclusion
2. Children & Families, Sexual and Reproductive Health and Health Protection
3. Working Age and Older People
4. Knowledge, Intelligence & Evidence, Business Contracts and Finance

Roles across the Directorate will be flexible to meet the changing demands of our communities, resources and statutory requirements.

This role will sit in Pillar 1 and focus on functions which deliver ‘Place Making’ which includes;

* Creative Health
* The Voluntary & Community Sector
* Housing, Planning, Climate change and the natural environment in relation to health and wellbeing
* The library service

The role will provide strategic oversight, effective delivery and further development of these service areas working closely with the Assistant Director, Senior Leadership Team, other services in Suffolk County Council and key external senior stakeholders.

The role will support the development and considerations of place making approaches and direction of travel in relation to transformation in Local Government and other structural changes in public services

The role will seek opportunities to work with other senior managers in Pillar 1 and across the directorate to deliver agreed priorities and PH&C ambitions (above)

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| **Typical responsibilities of a role at this level** |

* To provide strategic leadership for operational public health service area determined by DPH.
* To support and deputise for Assistant Director/ Lead Consultant to deliver the county Council and Public Health strategic agenda.
* To take delegated responsibility, within specific service area, for devising, developing and embedding the policies, practice and culture necessary to ensure the best possible outcomes for Suffolk
* Facilitate the development of a skilled workforce that are able to work flexibly to deliver the Public Health strategic ambitions.
* To develop and implement innovative strategies to respond to changing needs of the service.
* To lead services that are impactful on improving outcomes for the people of Suffolk.
* Provide inspirational leadership and clear vision to a wide range of internal and external partners, stakeholders and staff.
* Analyse complex and frequently changing information to determine courses of action and operate in response dynamic environments with multiple sources of information.
* Make judgement calls on highly complex and sensitive situations and to produce and develop long term solutions and strategies, often at short notice in response to changes in central Government policies and guidance.
* Create a flexible high-performance culture that delivers excellence, best value, promotes success and continuously improves.
* To role model, develop and implement innovative strategies to encourage a high-performance culture that delivers excellence, best value, promotes success and continuously improves.
* To be accountable for delegated areas of the local and national agenda, statutory and legal obligations within the allocated functional service area (including health and safety).
* To manage delegated budgets within the strategic financial allocation efficiently and innovatively.
* To anticipate and make a significant contribution towards the planning of future service developments ensuring that service planning and delivery takes account of national performance standards, statutory and local performance plans and through co-production with communities and service users

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| **About the Team** |

The Public Health and Communities (PH&C) directorate in Suffolk County Council has a mission to ‘work in partnership to build the foundations for Heathy People, Healthy Places and Healthy Futures, and safer, stronger, more resilient communities in Suffolk’. We want a Suffolk which promotes and supports the health and wellbeing of all people and all ages, ensuring economic opportunities benefit everyone, so that no one is left behind; tackling the inequalities that exist and supporting those with greatest need.

PH&C has a wide range of levers to improve outcomes through its responsibilities for Community Infrastructure, Health Improvement, Health Care Public Health, Community Safety, Health protection and Data and Intelligence.

The Directorate works as part of a wider Suffolk system alongside other Suffolk County Council directorates, local Communities, district and boroughs, health and care partners, voluntary sector & private sector to improve outcomes through collaborative efforts; building on collective strengths.

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| **What you will be expected to deliver in the role** |

**Day to day tasks may include:**

* Managing escalations from Library Head of Service or Place Making Manager
* Attendance and input at senior stakeholder meetings
* Problem solving issues that may arise inc. budgets, contracts, staff, performance etc
* Collaboration and joint working with PH&C senior management team and other key stakeholders across the Suffolk System
* Develop and oversee specific delivery and transformation programmes relating to the place making functions listed above
* Strategic planning, vision in relation to Local Government changes
* Providing briefings to senior leaders and Cabinet members

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| **Person Profile – what you will bring to the team** |

**Qualifications and professional memberships**

1. Suitable professional qualification at post graduate level or equivalent experience in a relevant area of work.
2. Professional qualifications/registration as appropriate to the role.
3. Evidence of further, relevant professional development.

**Values and personal qualities**

1. Demonstrates a passion for making a positive difference for Suffolk.
2. Shares our [WE ASPIRE](https://www.suffolk.gov.uk/jobs-and-careers/working-for-suffolk-county-council/our-weaspire-values/) Values and strives to lead by example in relation to these.
3. A strong commitment to fairness and Equality, Diversity and Inclusion (EDI).
4. Strives to continuously improve in everything they do, taking the initiative to learn and develop.
5. Brings creativity into their work through innovation and openness to change.
6. Collaborates well with others and offers assistance and support to colleagues.

**Specialist knowledge skills and experience**

1. In-depth knowledge and understanding of the major issues facing local government and Public Health & Communities
2. Demonstrable evidence of high performance and innovation at a senior level within a local authority and/or large, multifunctional organisation with comparable scope, size and complexity
3. Demonstrable evidence of having successfully delivered major service improvements, and of having driven the associated cultural change to embed those improvements.
4. Evidence of harnessing the strengths and talents of people at all levels, in order to support them to realise their full potential and achieve common goals
5. A record of successful resource management, budget management, monitoring and control of the performance of human, financial and physical resources in a complex/political organisation
6. Evidence of successful multi-partner negotiations which have had a positive impact on public service delivery
7. Evidence of working flexibly across services to deliver strategic vision.
8. Proven experience in demonstrating political judgement and sensitivity, ability to influence and persuade senior leaders.
9. Passion for delivering services with an emphasis on responsibility, community and healthy relationships, quality, professional growth for staff and growth for the people we support
10. Evidence of demonstrating a strong commitment to the promotion of equal opportunities

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| **Travel requirements** |

On occasions, there may be a requirement for you to travel using reasonable and suitable means available to you.

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| **Our values – WE ASPIRE** |



At Suffolk County Council our WE ASPIRE values set out the behaviours we expect from everyone in the organisation regardless of who they are, what their role or grade is or where they work.

The values have been developed through feedback and input from employees at the council and underpin how we go about our everyday work. They define us and help us to be the best we can be.

Visit our [**careers pages**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) for more information on our WE ASPIRE values.

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| **Our Customer Commitment** |



In addition to our WE ASPIRE values, we also have a **Customer Commitment** which sets out a number of strong principles that help support high standards of customer service and care that we can all endeavour to consistently demonstrate.

For more information, view our [**Customer Commitment poster.**](https://sccrecruit.blob.core.windows.net/assets/SCC/Other-Docs/17.06.2020_%20CUSTOMER_COMMITMENT_POSTER.pdf)

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| **More information for recruitment applicants** |

We offer a fantastic working environment including diverse and active staff networks,

great flexible working options and many benefits, as well as the opportunity to improve the lives of Suffolk residents.

Visit the [**Suffolk County Council career website**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) to learn more, including information about adjustments to recruitment processes, our interview schemes and other commitments to equality, diversity and inclusion.