

Role profile

- **Job title:** Principal – Policy & Strategy (GM Live Well - Community Power)
- **Grade:** Grade 10
- **Business area:** Public Service Reform
- **Reporting line:** Assistant Director, Communities & Social Innovation
- **Team:** Public Service Reform Directorate

Job Purpose

The post will support developing policy, strategy and implementation approaches across Greater Manchester's Live Well ambition, drawing on national policy insight, intelligence and emerging practice to shape local approaches to public service reform.

The role recognises the significant infrastructure, relationships, expertise and community leadership already in place across Greater Manchester and seeks to harness, connect and strengthen these assets. The post supports GMCA to act as a convenor, investor and enabler, helping to create the conditions in which local practice, community leadership and intelligence can shape regional strategy, policy, commissioning, investment and transformation.

Central to the role is the application of community-powered ways of working. Rather than viewing community power as a policy topic alone, the role champions approaches that embed equity, participation, shared decision-making and lived experience into how policy is developed, governance is designed, commissioning is shaped and investment decisions are made. The role recognises that the method matters as much as the content, creating the conditions for communities to influence, shape and lead change, rather than simply being consulted on it.

Working across the broad range of Live Well implementation and workstreams, and supporting connectivity with the Prevention Demonstrator, the role acts as a bridge between practice, policy and systems change. The post captures learning, evidence and innovation from neighbourhoods, communities and delivery partners and translates this into policy development, strategic recommendations, governance, commissioning approaches and long-term public service reform that actively builds community power, reduces inequalities and strengthens community agency.

The role provides strategic policy support across the Community Power portfolio while reaching across the wider Live Well ambition: coordinating governance, developing partnerships, producing high-quality policy advice and supporting Greater Manchester's contribution to regional and national policy development. Employed by GMCA, this post will involve working closely with a cross-sector leadership team with equitable power and decision making at the centre of our team culture. By connecting local and community-led practice with Greater Manchester strategy, the post ensures that innovation, evidence and neighbourhood learning influence decision-making, strengthen public service reform and contribute to lasting systems change across Greater Manchester.

Key working relationships

- Greater Manchester Combined Authority colleagues, including Public Service Reform, Strategy, Economy, Housing, Environment, Skills and other directorates, including Communications, Commissioning and Governance teams
- Greater Manchester's ten Local Authorities
- NHS Greater Manchester Integrated Care and wider health and care partners
- Voluntary, Community, Faith and Social Enterprise (VCFSE) organisations, including local infrastructure organisations, community anchor organisations, grassroots and community-led organisations, resident-led groups, neighbourhood partnerships, civil society networks and campaigns
- Community leaders, residents, people with lived experience, grassroots groups and community boards, ensuring community voices shape policy, strategy and system change
- National Government departments, arm's-length bodies and policy partners
- Universities, research organisations, think tanks and learning partners
- Strategic delivery partners, funders and philanthropic organisations
- Elected Members, senior leaders and officers across Greater Manchester

Key Responsibilities

Policy and strategy development

- Shape and contribute to the development and delivery of policy, strategy and implementation approaches across the Greater Manchester Live Well approach, supporting the delivery of the Greater Manchester Strategy, with a particular focus on community-led prevention, social infrastructure, participation, and social innovation.
- Draw on national policy, research, evidence and emerging practice to develop policy recommendations and strategic priorities that support Greater Manchester's ambitions around prevention, public service reform and community power.
- Monitor and interpret national policy, legislation, research and emerging practice relating to community-led approaches, prevention and public service reform, identifying implications and opportunities for Greater Manchester and supporting the development of regional and local responses.
- Work within a cross-sector team alongside programme leads, delivery partners and stakeholders across Greater Manchester to capture learning, insight and innovation from delivery and translate this into policy development, strategic recommendations, implementation approaches and opportunities for longer-term systems change.
- Develop policy proposals, strategic approaches, implementation plans, reports, briefings and recommendations for senior leaders, elected members, governance boards and partners.
- Support the development of business cases, investment proposals and strategic recommendations that enable Greater Manchester to test, scale and embed innovative approaches to public service reform and community-led delivery.
- Build and maintain relationships with other Mayoral Combined Authorities, national networks, think tanks and policy organisations to share learning, contribute to policy development and support Greater Manchester's influence within regional and national discussions relating to public service reform, prevention and community power.

Programme, Governance and Delivery

- Provide policy, programme and governance support across Live Well's community power portfolio, including the Live Well Spaces of Hope and Connection programme, the Live Well Community Power Commission, the Live Well Alliance and Pride in Place.
- Support the development and delivery of agreed programme activity, ensuring that policy, strategy and implementation approaches are aligned with wider Greater Manchester priorities and contribute to agreed outcomes.

- Produce high-quality board papers, strategic reports, programme updates and policy briefings for senior leaders, elected members, governance forums and partners to support effective decision-making.
- Contribute to programme monitoring, evaluation and learning processes, ensuring that evidence, insight and intelligence inform future policy development, programme delivery and continuous improvement.
- Take a lead role in the commissioning, procurement and management of consultancy, research and intelligence projects, whether internal or external, to support the delivery of agreed objectives, projects or tasks.

Partnerships, Alliances and System Collaboration

- Develop and maintain strong relationships and effective communication with GMCA officers, local authorities, NHS Greater Manchester, 10GM, local infrastructure organisations, voluntary, community, faith and social enterprise organisations, academic institutions and national government to support participatory and community-led approaches to policy development, learning and public service reform.
- Create opportunities for communities, public services and partners to work as equal contributors to policy development, learning and public service reform, building partnerships based on trust, reciprocity and shared accountability.
- Support local, regional and national partners to develop and implement innovative approaches through networks, test and learn programmes, communities of practice and learning events.
- Work collaboratively with Communications and Engagement colleagues to ensure community power learning, evidence and resident voice inform planning, engagement, storytelling and wider communications activity.

Learning, Evidence and Systems change

- Ensure learning from the Community Power portfolio connects with, informs and complements learning across the wider Live Well programme, including the Prevention Demonstrator and other key workstreams, building a shared evidence base for system change.
- Identify emerging opportunities, risks and system challenges and provide policy and strategic advice to support the development and implementation of appropriate responses.

Leadership and Professional Responsibilities

- Take a lead role across allocated policy and programme workstreams, supporting collaborative working, continuous improvement and delivery against agreed priorities.
- Manage staff and resources allocated in accordance with GMCA's policies and Code of Ethics and Standards.
- To represent the CA at a senior level locally, sub regionally, regionally and acting as an ambassador for Greater Manchester's Live Well ambition and community-led approaches.
- Undertake such additional duties as are reasonably commensurate with the level of the post.

NB: This list of duties and responsibilities is by no means exhaustive, and the post holder may be required to undertake other relevant and appropriate duties as required.

Knowledge, Skills, and Experience

Qualifications

Essential

- Relevant qualification in a relevant discipline or equivalent professional experience.
- Evidence of continuing professional development in policy, strategy, public service reform or a related field.

Experience

Essential

- Significant experience of developing policy, strategy or implementation approaches within complex public sector, local government, civil society or partnership environments.
- Demonstrable experience of embedding equity, equality and inclusion within policy, strategy, governance, commissioning or programme development, ensuring approaches are intentionally designed to reduce inequalities and improve outcomes for communities

experiencing the greatest disadvantage.

- Experience of developing policy, strategy or programmes through participatory and community-led ways of working, sharing power, valuing lived experience and enabling communities to influence decision-making.
- Experience of influencing change across complex systems by bringing together communities, partners and stakeholders to co-design solutions and develop shared approaches.
- Experience of translating evidence, lived experience, delivery learning and community insight into policy, strategic recommendations, investment priorities and systems change.
- Experience of working across local government, NHS, VCFSE organisations, communities, academia and national partners to influence decision-making and deliver collaborative outcomes.
- Experience of designing or supporting governance, commissioning, investment or public service reform approaches that enable participation, collaboration and community leadership.
- Experience of producing high-quality policy papers, reports, strategic briefings and governance papers for senior leaders, Boards or elected members.
- Experience of facilitating co-design, deliberative engagement, workshops and collaborative learning with diverse stakeholders and communities.

Knowledge and Skills

Essential

- Excellent understanding of equity, inclusion and tackling inequalities, with the ability to apply an equity lens to policy development, governance, commissioning and decision-making so that systems are designed with and for communities experiencing the greatest inequalities.
- Strong understanding of community-led public service reform, including prevention, social infrastructure, neighbourhoods, participation, community wealth building and social innovation.
- Ability to apply community-powered ways of working to policy development, governance,

commissioning and systems change, recognising that how decisions are made is as important as the decisions themselves.

- Strong understanding of systems thinking, place-based working and public service reform, with the ability to identify opportunities to influence change across organisational boundaries.
- Excellent analytical skills, with the ability to synthesise complex evidence, research, delivery learning and community insight into clear strategic recommendations and policy advice.
- Excellent partnership, influencing and relationship management skills, with the ability to build trusted relationships across communities, public services, the voluntary sector and national partners.
- Strong understanding of governance, assurance and commissioning within complex partnership environments.
- Excellent written and verbal communication skills, including the ability to produce high-quality reports, Board papers, policy briefings and presentations.
- Strong political awareness, judgement and the ability to work confidently within complex and evolving policy environments.

Values and Behaviours

Essential

- A demonstrable commitment to equity, equality and inclusion, ensuring these principles are embedded not only in outcomes, but in how policy is developed, decisions are made, resources are invested and partnerships are built.
- A belief that lasting public service reform is achieved by sharing power, creating the conditions for communities to shape decisions, influence systems and lead change.
- An understanding that community power is both an outcome and a way of working, ensuring policy, governance, commissioning and learning processes model the values they seek to achieve.
- A commitment to participatory, relational and strengths-based ways of working that build trust, agency and long-term relationships with communities and partners.

- A commitment to valuing lived experience and community knowledge as essential forms of evidence alongside research, data and professional expertise.
- A learning mindset, using curiosity, reflection and evidence to continuously improve policy, practice and systems.
- A collaborative and inclusive approach, working across organisational boundaries to enable collective leadership and shared accountability.

Desirable

- Experience of supporting grant-funded, innovation or test-and-learn programmes.
- Experience of influencing regional or national policy through evidence, evaluation and learning.
- Knowledge of Greater Manchester's devolved governance arrangements, the Live Well movement and the wider public service reform agenda.
- Experience of working with local infrastructure organisations, community anchor organisations or neighbourhood partnerships.
- Experience of research, evaluation or evidence synthesis to inform policy and systems change.

Corporate Duties

Do not behave in way which discriminates against your fellow employees, or potential employees on the grounds of their sex, sexual orientation, marital status, race, religion, creed, colour, nationality, ethnic origin or disability.

Safeguard at all times confidentiality of information relating to staff and pensioners. Refrain from smoking in any areas of Service premises.

Behave in a manner that ensures the security of property and resources. Abide by all relevant Service Policies and Procedures.

Records Management / Data Protection - As an employee of the GMCA, you have a legal responsibility for all records (including employee health, financial, personal and administrative) that you gather or use as part of your work with the Service. The records may be paper, electronic, audio or videotapes. You must consult your manager if you have any doubt as to the correct management of the records with which you work.

Confidentiality and Information Security - As a GMCA employee you are required to uphold the confidentiality of all records held by the GMCA, whether employee records or GMCA information. This duty lasts indefinitely and will

continue after you leave the GMCA employment. All employees must maintain confidentiality and abide by the Data Protection Act.

Data Quality - *All staff are personally responsible for the quality of data entered by themselves, or on their behalf, on GMCAs computerised systems or manual records (paper records) and must ensure that such data is entered accurately and, in a timely manner, to ensure high standards of data quality in accordance with Departmental protocols. To ensure data is handled in a secure manner protecting the confidentiality of any personal data held in meeting the requirements of the Data Protection Act.*

Health and Safety - *All employees of GMCA have a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions. Employees are required to co-operate with management to enable GMCA to meet its own legal duties and to report any circumstances that may compromise the health, safety and welfare of those affected by the Service's undertakings.*

Service Policies - *All GMCA employees must observe and adhere to the provisions outlined in these policies.*

Equal Opportunities - *GMCA provides a range of services and employment opportunities for a diverse population. As a GMCA employee you are expected to treat all employees / partners / members of the public and work colleagues with dignity and respect irrespective of their background.*