

Job Description and Person Specification Profile

Job Title	Assistant Director Adult Social Care
Job ID	SL02
Service	Adult Services
Grade	SMT 2
Reporting to	Director of Adults

The Role

This role reports directly to the Strategic Director of Adults (DASS) and is responsible for providing strategic leadership for Adult Social Care in line with the vision of the Adult Social Care Strategy ensuring that all our residents are living well at home, for as long as possible.

Primary Role:

- To work collaboratively as a member of the Extended Leadership Team with colleagues and partners to ensure delivery of the Council's Vision; Corporate Plan; and act in accordance with the Council's STRIVE values.
- To drive forward the Adult Social Care Strategy to ensure that the people of Tameside live well at home for as long as possible, with Adult Social Care plans and workforce strategy focused on independence, prevention, and high-quality, person-centred care and support.
- To work strategically as a system leader across health and social care partners to ensure the effective delivery of health and care provision for residents.

Key Responsibilities:

1. Responsible for the strategic leadership of Adult Social Care ensuring that statutory responsibilities are delivered efficiently and effectively.
2. To work in partnership with the Corporate Leadership Team and Elected Members to shape and drive the delivery of the Council's priorities, strategies and policies.
3. To promote partnership and integrated service provision across the health and social care system, including; adults, children, young people, families and carers, the police, the Integrated Care Board, Health partners, Council Directorates, housing, public service agencies; voluntary, community, faith and social enterprise sector organisations; local networks, locality partnerships and providers.
4. Ensure the leadership and strategic management of the service, setting policy, strategy and performance targets for the service.
5. Provide strong, effective leadership to ensure the efficient and effective delivery of services within the resources available, and line with priorities and the budget outlined within the Medium-Term Financial Strategy.

6. Provide visible and accountable leadership for Adult Social Care and Health, driving improved outcomes for adults, carers and communities, and ensuring the delivery of safe, effective and person-centred services in line with the Care Act and Tameside's Living Well at Home vision.
7. To promote support that enables adults and carers to contribute positively to their communities, and to strengthen the links between targeted adult social care and health services, universal prevention, community-based support and the independent and voluntary sector.
8. To develop innovative and creative approaches to service delivery that focus on person-centred solutions.
9. Develop and foster effective relationships, communications and involvement of other services, partners and stakeholders, to ensure the provision and delivery of integrated services.
10. To monitor and evaluate the effectiveness of strategic partnership arrangements to ensure they are efficient and achieve the agreed outcomes.
11. Contribute to the overall management and leadership of the Council ensuring that the Council continually improves and delivers high quality services meeting the needs of our residents.
12. Actively contribute to the setting and implementation of the Councils and the Boroughs overall strategic vision, direction, policies and objectives.
13. Ensure that adult safeguarding arrangements, processes and practices are robust, effective and compliant with statutory duties, promoting a culture of safety, accountability and continuous learning.
14. To develop high performing teams in an environment where colleagues' skills, knowledge and strengths are developed, enhanced and appropriately deployed.
15. Provide system leadership and champion the rights and voices of adults and carers, embedding co-production and person-centred approaches so that people's experiences influence service design, improvement and outcomes.
16. Provide effective and engaging leadership, acting with openness, honesty and integrity and instilling a clear sense of direction, priority and pace.
17. Work with elected members in the formulation and review of service policies and priorities to ensure the Councils strategic objectives and statutory obligations are delivered.
18. To act as a "champion" in respect of corporate matters ensuring organisational culture and change are embedded within service delivery.
19. To contribute to, and implement, effective commissioning arrangements.

20. Undertake a lead strategic role to support the work of key strategic partners, including the Greater Manchester Combined Authority.
21. To ensure all activities and services, are delivered in line with the public sector equality duty and, where possible, eradicate all forms of discrimination.
22. To perform any other duties that corresponds reasonably with the general character of the post and is commensurate with its level of responsibility.
23. Ensure spending is contained within budget allocations and delivers best value for money; maximise income and deploy resources in a business-like way.
24. To lead oversight of Adult Social Care and Health performance and risk, ensuring that appropriate responses and solutions are developed to drive continuous improvement.
25. To contribute to the Gold command structure of the Council's emergency planning and resilience functions.

Key Service Areas and Functions under the remit of the Assistant Director of Adult Social Care
(*This is not an exhaustive list*)

Integrated Care and Support	Neighbourhood Teams, Early Support Advice Hub and Carers, Integrated Urgent Care Team (Acute and Community), Reablement, Occupational Therapy and Manual Handling, Sensory Services
Learning Disabilities, Autism and Mental Health	Adult Social Care Mental Health Team, Approved Mental Health Professional Coordination and Mental Health, Learning Disabilities and Autism Team, Community Response and Control, Independent Living and Support, Shared Lives
Safeguarding, Quality and Practice	Adults Safeguarding Partnership Board, Mental Capacity Act Team, Quality and Practice, Safeguarding

The duties may vary from time to time without changing the nature of the post or the level of responsibility, and the post holder may also be required to carry out any other duties appropriate to the grading of the post.

About You

Part One - Qualifications and Experience

1. A relevant social work or equivalent qualification **or** relevant senior experience with oversight of either adult social care, public health or health, and evidence of continuous professional development.
2. A successful track record of consistent achievement as a leader and senior manager in relevant services in a large complex organisation with a customer focus.
3. A successful track record of corporate working and relevant strategy development and implementation.
4. Evidence of successful strategic and operational resource management on a comparable scale, including evaluating competing priorities within tight financial limits.
5. Successful experience of delivering performance improvement against relevant inspection and quality assurance frameworks.
6. Substantial expertise in effectively leading significant service improvement and delivering change initiatives, gaining commitment to exploit new opportunities which puts customers first, delivers high quality outcomes at reduced costs and values colleagues, customers, diverse communities and partners.
7. Evidence of success in establishing a performance culture, including service planning, target setting, performance appraisal and the management and motivation of diverse groups of colleagues
8. A track record of developing successful partnerships and enhancing reputation with a wide range of internal and external stakeholders including health, police, education, other local authorities, private and third sectors and government departments and agencies.
9. A track record of working effectively within a political environment, providing clear and balanced advice and guidance on strategic issues to achieve corporate and service objectives
10. Successful outcomes in promoting and delivering positive solutions to achieve diversity, tackling inequality and preventing discrimination.

Part Two - Knowledge Skills and Abilities

1. Ability to contribute effectively to the corporate leadership of the Council and enabling and empowering others to successfully deliver corporate strategies, standards and priorities.
2. Outstanding interpersonal skills and the ability to establish positive working relationships with colleagues, elected members, partners, health and social care providers and community members and to generate confidence, trust and respect.

3. Ability to provide visible and supportive leadership, empowering, enabling, motivating and developing the adult social care and health workforce and fostering a positive organisational culture in line with the vision for Tameside.
4. Ability to lead, motivate and develop the service management team and ensure they maintain a culture of change that is team based, performance driven and maintains the motivation of all employees.
5. Ability to lead multi-disciplinary staff at all levels, including during periods of substantial change and to achieve a highly accountable, performance.
6. A proven ability to successfully manage complex budgets in a tight financial situation.
7. Ability to operate effectively within the democratic process, with the political acumen and skills to develop productive working relationships with elected members that command respect, trust and confidence.
8. Demonstrate initiative and drive aimed at organisational service and individual excellence. Support and participate in the sharing and management of knowledge.
9. Highly developed networking, advocacy, oral, written and presentation skills.
10. Up-to-date knowledge of adult social care and health legislation, policy and best practice including the Care Quality Commission's State of Health and Adult Social Care in England 2024/25, Fit for the Future – the government's 10 year health plan for England, safeguarding legislation, the Care Act, Making Safeguarding Personal, and multi-agency safeguarding procedures.
11. Evidence of an understanding of the legal, financial and political workings of local government and the challenges faced by the Borough.
12. A knowledge and clear appreciation of service standards and governance in the public sector.
13. Understanding of the social, economic and environmental factors that influence health outcomes and drive inequalities within Tameside.

Part Three - Personal Attributes

1. A strong leader with energy and flair, credibility in relevant technical areas and a passion and determination for promoting the culture changes required to raise standards in Tameside.
2. An enthusiastic and effective ambassador for Tameside with a strong commitment to improving delivery of service to meet the needs of its communities.
3. An enabling approach to achieve transformational change in line with the Council's STRIVE values.

4. A commitment to ensuring residents are at the heart of all policy, strategy and practice, championing co-production and promoting person-centred decision-making across partner organisations.
5. A clear, conceptual, strategic and lateral thinker, able to be an effective decision maker in a complex and challenging environment.

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

What can you expect from us?

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

Working together, we are proud to work for Tameside

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

