

Head of Mental Health, Learning Disabilities & Autism

Role Profile

Service:	Adult Social Care – Adults & Wellbeing Directorate
Band:	SM4A
Reporting to:	Director of Social Work and Social Care
Responsible for:	Service Manager for Mental Health, Service Manager for Learning Disabilities & AMHP (Approved Mental Health Professionals) Hub Team Manager



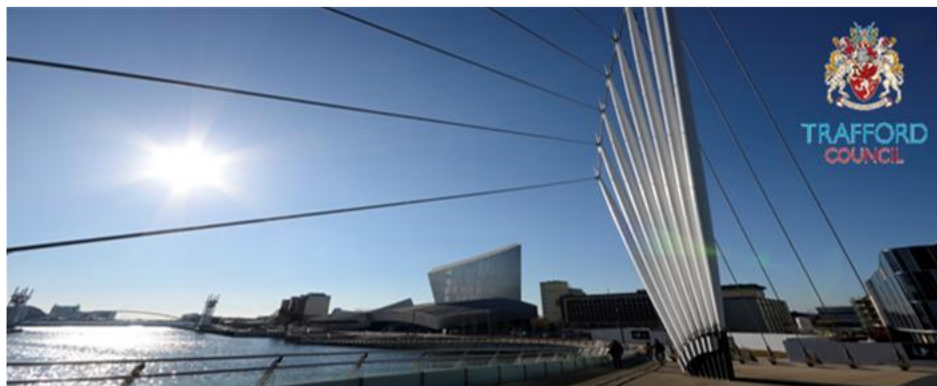
About Us

Trafford is a great place to live, work, learn and visit. From its leafy suburbs, to its more urban areas, the borough takes pride in its strong, diverse communities, its cultural and sporting heritage, and its position at the heart of the region's economic powerhouse.

Trafford Council and its partners in the public, private and third sectors have a Vision which sees us working together to close inequality gaps and maximise Trafford's huge potential.

Our vision: Trafford – where all our residents, businesses and communities thrive

At the heart of our vision is a common cause – we want to make Trafford a better borough. We want to make it a place where everyone has a chance to succeed and where everybody has a voice. Through our new vision, we are making a commitment to work together across different services and agencies to make the best use of our resources.



Our Culture

Trafford Council employs around 2300 non-school members of staff and as one of the biggest employers in the borough, we work hard to make Trafford Council an employer of choice. We care what you think and believe you are more than just a job role. We have a great benefits' package and a real focus on your health and wellbeing, as well as extensive learning, succession and development opportunities.

For us, it's not just about *what* we achieve as an organisation, but *how* we do it. Therefore, all employees are expected to display our **EPIC** values.

At Trafford Council we are EPIC

We EMPOWER – We inspire and trust our people to deliver the best outcomes for our customers, communities and colleagues.

We are PEOPLE CENTRED – We value all people, within and external to the organisation and give those around us respect. We will act with honesty and integrity in all that we do and create an environment that enables everyone we work with to thrive and succeed.

We are INCLUSIVE – We are committed to creating an environment that values and respects the diversity and richness differences bring.

We COLLABORATE – We build relationships, collaborate; treat people as equal partners and work together to make things happen.

About the Role

This Role Profile outlines the key tasks you will be expected to perform to give you an understanding of a typical day and the key activities that you will be expected to deliver or contribute to the delivery of.

The 'About You' section explores what qualifications, experience, skills and knowledge you will need for the role.

We are a values-based organisation and you will need to reflect our values, as well as the requirements in 'About You' in your application.

Overview

Lead the strategic and operational delivery of the Adult Social Care Learning Disability & Autism, and Mental Health integrated services working with health colleagues. Oversee the delivery and quality assurance of effective delivery of the council's statutory responsibilities for the Mental Health Act.

You will provide professional support, advice and visible leadership to ensure the best possible standard of social care is delivered to Trafford residents, their families and carers across services provided. You will support the monitoring and reporting of the organisation's statutory responsibilities for the use of the Mental Health Act (1983/2007), Mental Capacity Act (2005), The Care Act (2014) and other legislative functions and accountabilities. You will provide strategic direction to both community interventions and psychiatric discharge from hospital where escalation is required.

As a member of the senior management team and Mental Health Social Work Professional Lead, contribute to the strategic leadership of services and develop and implement standards which provide a cohesive and high performing social work workforce, embraces cultural change and improves strength-based practice with our residents.

You will also work with your Departmental Management Team (DMT) colleagues in the delivery of the Improving Lives Everyday improvement programme, to meet our transformation challenges, ensuring all business in your portfolio is aligned to this framework.

You will Promote Trafford's vision, objectives and priorities effectively to staff, partners and the public and inspire others by role modelling our organisational values at all times. You will promote a culture of fostering innovation, value for money and outcome-based customer focus.

Your Main Priorities

- Determine the strategic direction of the service and anticipate the changes influencing the services both internally and externally in partnership with health colleagues/organisations. Evaluate risks and opportunities and put appropriate strategies/plans into action.
- Work with NHS partners (including Greater Manchester Mental Health Foundation Trust, Cheshire Wirral Partnership and Manchester Foundation Trust), to oversee and co-ordinate service plans. This includes regular evaluation of progress against these plans and agreeing appropriate follow up actions with managers as required.
- Accountable for significant allocated budgets, directly influencing the budget setting and long-term financial planning, demonstrating value for money in the delivery of its services.
- Work in partnership with health colleagues/organisations to ensure comprehensive quality assurance systems, governance and reporting systems are in place considering clinical risk and compliance.
- Ensure the highest standard of social work practice is embedded across our Mental Health Service, by providing skilled and experienced leadership and practice knowledge to social workers and social care practitioners, the organisation and its partners.
- Work positively and collegiately with colleagues on the DMT and make a proactive contribution delivering departmental and corporate objectives.

Key duties

- Ensure services are Care Act compliant, safe and support people to achieve outcomes that matter to them in their lives. You must also ensure that all other statutory responsibilities are met including, but not limited to, the Mental Capacity Act, Deprivation of Liberty Safeguards and Mental Health Act.
- Provide specialist support across the services of Learning Disabilities & Autism, and Mental Health including giving professional advice and guidance to the organisation to meet our statutory requirements and mitigate any risks. This will involve securing clinical / professional advice as appropriate from NHS partners.
- Through sound leadership, fostering a culture where safeguarding of vulnerable adults is primary and positive risk taking underpins safe and responsive service delivery.
- Work with senior managers to agree the appropriate deployment and skill mix of the social work/AMHP (Approved Mental Health Professional) workforce, including the development of other professionals wishing to train as AMHPs.
- Co-produce and devise solutions with strategic commissioners which maximises choice for individuals, makes best use of alternatives to paid support in local communities, whilst implementing a strength-based approach to practice grounded in a thorough understanding of equality, diversity and inclusion as relevant to the communities in Trafford.
- Foster a high-performance culture within the service ensuring efficiencies are maximised and continuous improvement occurs.
- Provide strategic leadership, vision and direction to those engaged in the provision of learning disability, autism, and mental health services in Trafford, and contribute to the overall strategic management and performance of the service. Ensuring that resources are effectively

deployed, appropriately supported, trained and qualified to undertake their job role and deliver health and social care priorities/objectives, aligned to Trafford Council's EPIC values.

- Maintain a strategic overview of national policy, new and emerging initiatives and changes to adult social care and relevant agendas in learning disability, autism and mental health. Ensuring that any introduction, change and update to relevant legislation is planned for in relation to both service delivery and resource allocation.
- Work in partnership with complex case managers within the ICB to support the Transforming Care agenda, admissions avoidance and complex discharge planning
- Interpret relevant national and regional policies ensuring that operational delivery reflects best practice, ensuring the service is prepared for the ongoing CQC assurance cycle.
- Facilitate positive, regular engagement with key stakeholders and working with a range of external agencies, such as voluntary organisations, external voluntary and private providers of residential placements in order to identify and contribute to the strategic development of services to meet local and regional need.
- Undertake the role of Chair at multi agency meetings ensuring the effective planning and decision making in relation to adults.
- Ensure that all commissioned services are procured and monitored in line with appropriate policy and procedures.
- Actively support the Corporate Director of Adults Social Services (DASS) in their statutory role on all matters relating to adult social care, working closely with the Principal Social Worker (PSW) to guide and lead social work practice.
- Deputise for the Director of Social Work & Social Care as required.

About You

Qualifications and Professional Development

- Bachelor's or master's degree or equivalent professional qualification relevant to the role. Or equivalent demonstrable experience in a relevant leadership/management role
- Social work qualification and a registered social worker with Social Work England
- To be currently approved as an AMHP or willingness to be trained
- Best Interest Assessor qualification or willingness to be trained
- Recent relevant management/leadership training
- Evidence of continual professional development and the development of others

Experience and Knowledge

- Significant experience and proven track record of working at senior management level providing successful strategic leadership within an organisation of comparable scope and complexity, with a developed understanding of the issues facing Adults with learning disabilities, autism, and mental health issues
- A proven track record of leading, motivating and managing multi-disciplinary teams and developing a positive culture that has achieved a high level of performance and continuous improvement
- Demonstrable delivery of strategic outcomes for vulnerable people, improving outcomes and service-wide scrutiny of these improved outcomes to ensure promotion of independence
- Experience of developing/contributing to strategies, policies and processes that improve the delivery of adult social work practice
- A proven record of success in leading and championing organisational and cultural change, creating organisational development programmes and effective working with staff, trade unions and other stakeholders
- Evidence of successful resource and financial management, including evidence of the resolution of conflicting priorities, formulating budgets and applying rigorous monitoring and control procedures to deliver efficient and cost-effective services
- Extensive experience in chairing complex multidisciplinary meetings
- Experience of working within regulatory services and ensuring their compliance
- A proven record of success in communicating and engaging with a wide range of internal and external bodies, building partnerships and productive working relationships, and positively promoting organisational reputation and interests
- A proven record of success in creating equality in service delivery and employment
- Experience of managing and successfully delivering a number of projects simultaneously, knowledge of project management methodologies and techniques and application in a business context
- Thorough knowledge of key national policy drivers, legislation, policy, and best practice with regard to children & adults with learning disabilities
- Knowledge of inspection regimes and quality assurance mechanisms

Skills and abilities

- Ability to operate at both a detailed and strategic level – maintaining an attention to detail whilst focusing on the important issues
- Ability to be innovative, creative and think through issues and problems not dealt with before and to bring them to a conclusion
- Proficient at analysing complex problems, using critical thinking skills, managing change well and the ability to develop business models to

investigate a number of creative options/solutions and their viability, evaluating risk against a shifting background

- Ability to develop credibility with leaders and staff at all levels and manage multiple relationships effectively using excellent interpersonal and stakeholder management skills
- Excellent influencing and negotiation skills with the ability to quickly establish credibility to bring about behavioural change and achieve desired results/outcomes as necessary
- Ability to manage complex partnerships involving various stakeholders e.g., GPs, consultant psychiatrists, NHSE/ Greater Manchester Health and Social Care
- Proficient report writing and effective presentation skills, producing briefings/documents to a high standard, synthesising and communicating complex information in a way which is clear and concise to a variety of audiences
- Ability to use new technologies to improve services and modernise working processes
- Ability to interpret and communicate national policy for local delivery and implementation
- Political acumen with an ability to influence decision makers at all levels
- Strong commitment to customer service and satisfaction and to the principles and practices of ensuring excellence in service delivery

Special Conditions

- Flexibility to work at different sites across Trafford Borough
- Willing and able to travel locally and nationally as required
- Enhanced DBS and Adults Barred List check required
- Politically restricted
- Working unsocial hours/weekend working may be required

Date prepared/revised	New role – 3.9.25 / finalised via consultation 28.10.25
Prepared/revised by	C Walker/T Sefton/R Pollard
Job Evaluation	HAY Evaluation August 25 (CG/RP) October 2025

Health and Safety

To operate safely within the workplace with regard to the Council's health and safety policies, procedures and safe working practices. To be responsible for your own Health and Safety and that of other employees.

Equalities & Diversity

To work within the Council's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications.

Customer Care

To continually review, develop and improve systems, processes and services in support of the Council's pursuit of excellence in service delivery.
To recognise the value of its people as a resource.

Training and Development

To identify training and development needs with your manager, taking an active part in your Personal Development and Review Plan. To access development opportunities as they arise and share learning with others and where appropriate, actively encourage a learning environment and development within others.

Policy

To work at all times within the established policies and practices of the Council, within the framework established by the Council Constitution and associated guidance.

Information Governance

Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to personal and or sensitive information relating to service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the Council unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence and or data breach has been established.

All information obtained or held during the post-holders period of employment that relates to the business of the Council and its service users and employees will remain the property of the Council. Information may be subject to disclosure under relevant legislation.

To ensure information is shared safely and complies with information governance standards and associated legislation.