

With an emphasis on strong leadership this role operates within the context of the Best Council Plan and the City's broader strategic objectives. People in roles at this level support the Director in setting the purpose and strategic direction of the directorate and for the delivery of statutory obligations, functions and services, as appropriate.

The postholder is responsible and accountable for the full leadership and management of a service, or range of services and functions, and for creating a culture of excellence in service delivery and continuous improvement that focusses on maximising resources and delivers agreed outcomes and objectives in accordance with the values, vision and service priorities. You will deputise for the Director and negotiate and resolve issues that impact on the council by working with the public, Members, partners and other key stakeholders.

As part of the directorate leadership team, you will live and model values and behaviours to help the council to achieve the ambition to become the best city council.

Aspect - For roles at this level, you must be able to show you ...	Outcome The result when all aspects are applied effectively
<p>Know – Professionally accredited or with the equivalent extensive in depth and relevant expertise and significant knowledge gained through substantial managerial/practical experience.</p> <p>Extensive in depth knowledge of local, regional and national issues and a thorough understanding of the economic, business, cultural and political environment within the city and region that influence and impact upon council strategy, statutory provision, policy and practice.</p>	<p>You use your knowledge and significant experience to provide credible and trusted professional advice to the Leadership team, members, customers and partner organisations.</p> <p>Your knowledge of existing and emerging legislation means that you anticipate issues and financial challenges and create an environment of constructive challenge.</p>
<p>Leadership & strategic planning – lead the strategic and corporate planning of the service(s), setting and delivering change and transformational goals, ensuring there are agreed strategies and policies in place for the delivery and performance monitoring of service objectives, targets and outcomes.</p> <p>Provide leadership and direction; cultivating strong relationships and effective joint working within the Council, with politicians, partners and stakeholders across the city, region and nationally to support the delivery of transformational change that results in high quality/high value effective services.</p>	<p>You demonstrate highly visible and supportive leadership and create open, honest and trusted relationships that empower, enable, motivate and promote a high performing workforce. Directorate plans are developed, communicated and cascaded and there is evidence of excellent performance where targets and objectives are met.</p> <p>You give strategic direction to changing programmes and priorities where the Chief Officers work together to challenge existing ways of working to deliver better outcomes for citizens, customers and communities.</p>

<p>Collaboration & innovation – Understanding, sensitivity and experience of working successfully within a political context and governance framework having confidence and perspective to facilitate open and honest relationships with elected members.</p>	<p>Your extensive experience of productive collaborative working at senior leadership level, ensures that organisational developments remain focused on delivering improved outcomes for customers and citizens within the city and region.</p>
<p>Create opportunities for partnership working both within and outside the council and lead a culture of innovation and enterprise across the directorate. Working with multi agency teams to build services and deliver outcomes that are sustainable, flexible and adaptable and that ensure all legal, professional and statutory functions are met.</p>	<p>You demonstrate clear passion in promoting Leeds as a major centre, on the national and international stage, and develop trust with an engaging, collaborative and inclusive way of working.</p>
<p>Problem solving & decision making – identify opportunities, initiate and develop strategic plans and projects and deliver solution focused outcomes across a diverse range of highly complex related and unrelated issues.</p> <p>Influence a high performance culture across the directorate and be accountable for the achievement of performance, outcomes, targets and objectives that provide continuous improvement and challenge within approved budgets for the services.</p> <p>Lead consultation, engagement and communication of wide ranging and complex issues and influence, negotiate and establish credibility for the directorate in order to deliver the corporate strategic direction of the council and city priorities.</p>	<p>You anticipate emerging issues and changing context, and use high levels of creativity both in problem solving, idea generation and in seeking out and disseminating successful practice. Strategies and policies that effectively deal with diverse, highly complex and highly sensitive situations are developed.</p> <p>Using a coaching style you create a culture of high performance where strategic outcomes and plans are translated into clear objectives. You provide strategic advice, critical challenge and moderation in relation to all aspects of the work of the directorate.</p> <p>There is evidence of your success in delivering directorate improvements and that you manage and transform performance to achieve outcomes and objectives within boundaries agreed with the most senior managers and/or elected members.</p>
<p>Deliver – Plan and direct/sponsor highly significant strategic programmes, projects and initiatives and commission services for and on behalf of the council and across the region; working in partnership with customers, citizens and communities to deliver better outcomes and , make a difference to local people.</p> <p>Ensure that there is capacity to respond positively to change, traditional thinking is challenged and innovative solutions are pursued within the directorate responsibility. Provide leadership and direction that ensures the delivery of timely and appropriate services to customers.</p>	<p>Through major change/complex multi-disciplinary programmes you provide directional control ensuring the resources to deliver are secured and that projects and programmes have clear and assigned accountabilities to meet objectives.</p> <p>You demonstrate high levels of creativity in highly complex problem solving, idea generation and seeking out and disseminating successful practice, in order to effectively deal with diverse, very complex and highly sensitive situations.</p>

Resource management – Support a culture of excellence in se delivery of strategic plans+, continuous improvement and a focus on transformational goals and outcomes which maximises the use of resources and actively promotes the council’s values, supports adaptable ways of working and creates strong flexible teams.

Responsibility for the direction and control of a significant budget, the financial integrity of the service and accountable for directing and implementing comprehensive risk management programmes and resources across the service(s).

There is an environment of constructive challenge where the Chief Officers work together to challenge existing ways of working to deliver better or equivalent outcomes for reduced costs.

Strategic plans are delivered within budget; value for money is maximised, and operational, regulatory, statutory and financial risk is managed and monitored in compliance with council requirements and with Local Government and national working practices.

Job title: Deputy Director Learning Services	Date: 08.03.2018	Ref: LS95011
Job Purpose		
<p>Leeds' ambition is to be a strong economy in a compassionate city. As part of Children and Families Leadership Team, the Deputy Director will work with partners including schools, further and higher education providers, health and the local communities to ensure that every child and young person in Leeds has the opportunity to achieve their potential and lead fulfilling lives, with children being at the heart of the growth strategy. The Deputy Director is jointly and directly responsible for ensuring all children and young people are safe from harm; do well in learning and have skills for life; choose healthy lifestyles; have fun growing up; and are active citizens who feel they have voice and influence. This post is directly responsible for learning and support in schools and other learning and universal settings.</p>		
Key Requirements		
<p>Part 1: Qualifications and Experience</p> <ol style="list-style-type: none"> 1. Degree and relevant post-graduate qualification 2. Significant leadership experience at a senior level within a relevant environment providing a depth and breadth of knowledge across the schools, learning and SEND agendas 3. Experience of managing and integrating a wide range of diverse, dynamic and complex services at a senior level in a relevant organisation of significant scale and scope 4. Significant experience of strategy development, improvement and implementation within education leading to successful outcomes for children and young people 5. A proven track record of leading, motivating staff teams and of developing a culture that has achieved a high level of performance and continuous service improvement 6. Experience of leading and managing change in a fluid and developing policy and demographic context, whilst delivering on service and organisational objectives 7. Evidence of successful resource and financial management, including evidence of formulating budgets, resolving conflicting priorities and applying rigorous monitoring and control procedures 8. Evidence of exercising sound judgement at a senior level, providing clear advice at board level 9. Significant successful experience building highly effective partnerships and relationships at a senior level that deliver improvements in education performance, attainment and provision 10. Extensive successful experience of acting as an organisational ambassador at board level, able to represent Leeds credibly at a national level <p>Part 2: Knowledge, Skills and Abilities</p> <ol style="list-style-type: none"> 1. Comprehensive knowledge and understanding of the legislative, regulatory, best practice, strategic and policy context across Education and skills at all levels 2. Good working knowledge of SEND service requirements (or the ability to quickly develop this) in the context of a full learning system which incorporates all providers across education, skills and sectors 3. Knowledge of the challenges of managing demographic change in a large city, including achieving integrated education provision and effective management and planning for change or the demonstrable ability to develop this quickly 		

4. Ability to work in a high challenge high support and consultative environment, working with elected members to provide good quality support and advice within complex governance arrangements
5. Excellent communication skills with the ability to influence, negotiate and establish credibility for the service, create and shape strategic alliances, to enhance its reputation, and to form positive relationships
6. Ability to build impactful relationships across diverse service areas and work effectively with headteachers, principals, governors, parents, across the education community and corporately
7. Ability to collaborate, persuade and influence, working with empathy at the highest internal level and at an executive level externally
8. Ability to develop the Council's strategy and priorities and influence city region and national policy on Education and skills
9. Ability to raise the profile of the city of Leeds nationally to attract alternative funding and promote the council to maximise new opportunities such as pilot schemes
10. Proven ability in driving performance and improved productivity, developing colleagues through ownership and accountability to deliver services which focus on both quality and results
11. Personal and professional credibility which gains the confidence of members, colleagues, parents, partners, corporately, across the city and the learning community
12. Ability to anticipate and translate complex problems into functional policy and strategic planning using intelligence and creativity to develop and evaluate options which deliver positive impact and outcomes
13. A personal commitment to Diversity and Inclusion and Safeguarding

LCC Values

Working as a Team for Leeds	<ul style="list-style-type: none"> • Evidence of ability to make reasoned and logical decisions allied with high level organisational skills
Being Open, Honest & Trusted	<ul style="list-style-type: none"> • Ensures citizens and council members are provided with all relevant information to make decisions; learns from mistakes and seeks to promote continuous improvement and best practice
Working with Communities	<ul style="list-style-type: none"> • Works effectively with a variety of partner organisations to deliver services; communicates and involves stakeholders and the wider community in new developments to encourage ownership and commitment
Treating People Fairly	<ul style="list-style-type: none"> • Recognise that everyone has an equally important part to play within the Council and value the diverse and vibrant nature of the city and all its citizens
Spending Money Wisely	<ul style="list-style-type: none"> • Recognise that everyone has an equally important part to play within the Council and value the diverse and vibrant nature of the city and all its citizens

Working Context

The role is primarily office based but post holders are expected to work flexibly both at home and at various locations across the City and region. Hours are worked mainly Monday to Friday, in accordance with the needs of the service; however the post holder will be expected to work regularly outside normal working hours, including attendance at evening / weekend meetings or events.

The role profile and specification are an outline only and may vary from time to time without changing the character of the job or level of responsibility