

**Assistant Director – Adult Social Care**

**Role Profile**

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| **Reports to:**  **Salary:** | Director of Safeguarding  £81,174 - £89,956 per annum |
| **Location** | West Offices, York and Hybrid working |

1. **PURPOSE OF THE JOB**

To develop and implement an approach to adult social care that prevents reduces and delays health and care needs and enables adults to enjoy the best possible health and wellbeing. When required to provide services as part of an integrated system that enables York residents to exercise choice and control over how their needs are met.

1. **STRUCTURE**

**Current structure is subject to review**

1. **Principal Accountabilities**

* Deliver the councils statutory requirements for Adult Social Care.
* Develop a community led support approach to adult social care (including the transition to adulthood), that intervenes early, delivers high quality information advice and guidance, and uses strength-based practice to help people access the assets of their communities, build resilience, and remain as independent as possible.
* Deliver the councils duties to protect adults with care and support needs from abuse, neglect and from becoming drawn into terrorist activity, through providing leadership to the multi-agency safeguarding system,
* Be accountable for the standards, development, and quality assurance of social work through the management of the Principal Social Worker (Adults).
* Ensure the provision of 24-hour services to those with serious mental health issues requiring the use of the Mental Health Act (1983) through the Approved Mental Health Professional Service.
* Deliver services using the Mental Capacity Act 2015 to support and protect those lacking mental capacity including ensuring safeguards are in place where people may be deprived of their liberty.

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* Deliver and transform in-house social care provision including older people’s residential care, domiciliary care, accommodation with support, daytime support, and supported employment services, ensuring they are safe, effective, caring, responsive and well led.
* Deliver the national and local integration programmes through providing strategic leadership into the health and care system, forging relationships and structures that deliver integrated pathways and provision between adult social, other council services, the NHS and the community, voluntary sector, and independent sectors.
* Act as the Caldicott Guardian for Adult Social Care
  + The role is part of the Directorate management team, and the job holder contributes to the strategic and operational management to ensure achievement of both directorate and corporate aims and objectives.
  + This role is an Information Asset Owner and must carry out the responsibilities of an Owner as required and set out in the council’s ‘Information Governance/Data Protection Roles and Responsibilities Rules’.
  + Ensure legal compliance is met in all areas of responsibilities.

* + As a Chief Officer be responsible for the effective leadership of health and safety within your sphere of influence in accordance with the Councils health and safety policy
  + Ensure that the Council’s Equality agenda is implemented effectively in your service areas and to carry out your duties as a senior manager and employee in the Council.
  + Take every opportunity within your role to be the best corporate parent you can be to support our Looked After Children and Care Leavers in the City, through ambitious, innovative and creative advocacy.
  + The job holder deputises for Corporate Director as required.



**Assistant Director of Adult Social Care**

**Person Specification**

**Knowledge Skills & Experience**

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| **Qualifications** | |
| 1 | A professional social work qualification |
| 2 | Educated to masters level (or equivalent) |
| **Essential Experience** | |
| 3 | Significant experience of senior leadership and management of adult social care in local government is required along with |
| 4 | Experienced and highly skilled in the management of resources, large and highly complex budgets. Beyond the ability to identify efficiencies and deliver value for money, the budget holder needs to work with system partners on transformation that creates both sustainability and high quality outcomes. |
| 5 | Experience of negotiating significant contracts, commissioning services and monitoring provision of these is required. |
| **Essential Knowledge** | |
| 6 | Thorough knowledge and understanding of the legislative frameworks and key practice developments relating to adult assessment, adult safeguarding and adult social care provision. |
| **Essential Skills** | |
| 7 | The job holder needs a blend of creativity and clear values to think beyond the current arrangements for health and social care and to articulate to the wider system a vision for a more sustainable strengths based community led model. |
| 8 | The job holder needs the ability to develop and deliver strategies to meet organisation objectives in a complex multi-functional organisation. They must be able to interpret complex information to develop plans, set priorities and problem solve. This requires the ability to analyse, draw conclusions, make decisions and manage risk. |
| 9 | The ability to lead and motivate a large department is critical to ensure delivery of results. |
| 10 | Outstanding interpersonal skills are needed both for this and also to influence, negotiate and persuade all other key partners both internal and external. |