

**Violence Reduction Partnership Lead**

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| **Job Title:** | Violence Reduction Partnership Lead | **Date:** | 09/07/19 |
| **Reporting Line:** | Director, Police, Crime, Criminal Justice and Fire | **Job Level:** | *Salary*  *Grade 11 - £50,682 - £55,159* |
| **Team:** | *Police, Fire, Crime and Criminal Justice* | **Business Area:** | *Police, Fire, Crime and Criminal Justice* |

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| JOB PURPOSE |
| The Violence Reduction Partnership Lead will act as the GMCA point of contact within the Violence Reduction Unit. This is being established utilising funding allocated from the Home Office, based on a submission which held the Violence Reduction Unit as the focal point of delivering a wide ranging and significant action plan to tackle serious violence across GM. The purpose of this role, in relation to violence reduction, is:   * To establish and maintain effective relationships with GMP, GMFRS, partners and leaders across Greater Manchester to continue to influence the local and national agenda * To provide policy advice to the Deputy Mayor and Police, Crime, Criminal Justice and Fire team in influencing the police and community safety agenda at national, regional and local levels * To contribute to the development and support of community safety partnerships across Greater Manchester, with a focus on communities and resilience in order to play a full and active role in tackling violence reduction * To contribute to, influence and act as a key advisor on policing and communities policy development, working with the police, fire and rescue service and other partners * To establish and deliver a Violence Reduction Unit, comprising senior leaders in the area of health, public health, policing, education and VCSE from across Greater Manchester * To contribute to the continued delivery of the Deputy Mayor’s plans, priorities and strategies to achieve planned policing and community safety outcomes, specifically those related to violence reduction. |

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| **KEY RELATIONSHIPS** |
| * Partner staff seconded into the Violence Reduction Unit (including public health, education, policing, voluntary and community sector, etc.) * Internal and external customer groups and strategic partners * Senior GMP and GMCA representatives, including the Deputy Mayor. * Senior representatives of Partner agencies e.g. National Probation Service. * Counterparts in GMCA (Other Police and Communities Principles) * Home Office |

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| **KEY RESPONSIBILITIES** |
| * Lead the partnership response to tackling all forms of serious violence across Greater Manchester, including being accountable to senior leaders for the implementation of the Greater Manchester Serious Violence Action Plan. * Assist with the formation, development and day-to-day management of a Greater Manchester ‘Violence Reduction Unit’ alongside the GMP Superintendent with responsibility for tackling violent crime. * Demonstrate a clear commitment to working with communities to find local solutions to issues of serious violence in line with the GMP’s Target Operating Model and the Greater Manchester Public Service Reform agenda. * Ensure meaningful community engagement is fundamental to this agenda and use the information from communities to influence the key priorities and objectives underpinning this programme. * Involve children, young people and educational settings (including Alternative Provision, Further Education, etc.) to shape this programme and work with them to find solutions to the issues in their communities. * Lead the development and implementation of a range of crosscutting projects, programmes and policies relating to serious violent crime. * Establish, develop and maintain effective networks and relationships with internal and external stakeholders to implement a public health approach to tackling serious violence. * Provide written and oral briefings, high level advice and specialist reports for senior officers from across Greater Manchester, including senior strategic boards. * Lead on the development of publicity and marketing campaigns with the aim of tackling serious violence, including working with GMP press and marketing team on external communications. * Maintain an up to date awareness of relevant legislative and national policy changes in relation to serious violence and influence these agendas where appropriate. * Manage partnership budgets, including Home Office Serious Violence funds and ensure all projects and activities to tackle serious violence are delivered within agreed financial parameters. * Identify and share national and international best practice approaches to responding to serious violence with all key stakeholders in Greater Manchester. * Work alongside all ten Greater Manchester community safety partnerships to support them in the development and implementation of local strategies to reduce serious violence. * Ensure this work includes a firm commitment to performance management, including the development, maintenance and dissemination of a partnership performance framework. * Align this programme with other key priorities for Greater Manchester through the Health and Justice Strategy.   General   * Utilise existing partner data sets and intelligence to develop a richer understanding of serious violence within GM, including understanding the root causes, through a problem profile. * Implement the serious violence action plan across Greater Manchester, engaging with wider sectors represented within the Violence Reduction Unit, and beyond. * Achieving against the following measures of success: * reduction in hospital admissions for assaults with a knife or sharp object and especially among those victims aged under 25; * reduction in knife-enabled serious violence and especially among those victims aged under 25, based on police recorded crime data; * reduction in all non-domestic homicides and especially among those victims aged under 25 involving knives. * Liaise and engage with the Home Office and their evaluators as required. |
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| **KNOWLEDGE, SKILLS AND EXPERIENCE** |
| **Knowledge & Experience**   * Educated to degree level or professionally qualified, and/or with relevant experience in the sector at a senior level * A thorough understanding of the legal and regulatory framework within the range of responsibilities of the role. * Proven ability to build effective strategic relationships, persuade and influence at the highest level of public sector partners and political leaders. * Proven ability to develop productive working relationships with colleagues and stakeholders, including the voluntary sector * The necessary experience to ‘hit the ground running’ to establish relationships and set up wholly new processes from scratch in a very short timescale * Project/programme management experience. * Significant experience of working in partnership with a range of diverse stakeholders * Evidence of policy development and strategy implementation * Proven track record of negotiating and brokering change through effective partnership collaborations * Evidence of successful resource and financial management, including the ability to manage budgets effectively in a financially disciplined environment * Influential and persuasive communicator, with high level of written and verbal communication skills, engendering commitment across groups from all levels of organisations, to achieve shared objectives. * Ability to provide strong leadership and direction to ensure the effective performance management, motivation and development of staff * High degree of political sensitivity and awareness. * A record of success in promoting diversity and creating equality in service delivery and employment.   **Skills & Behaviours**  Personal Qualities  Skills For Justice has described the personal qualities required by staff working within GMCA. These qualities vary dependent upon the role being performed but are classified as follows:  Executive  Principal  Senior  Support  It is proposed the Principal level personal qualities apply to this role:  **Serving the public**  Promotes a real belief in public service, focusing on what matters to the public and will best serve their interests. Ensures that all staff understand the expectations, changing needs and concerns of different communities, and strive to address them. Builds public confidence ensuring engagement with different communities, agencies and strategic local stakeholders, developing partnerships and making sure people can engage with GMCA and officers at all levels. Understands partners' perspectives and priorities, and works co-operatively with them to deliver the best possible overall service to the public.  **Professionalism**  Acts with integrity, in line with the values, ethical standards and codes of good governance of GMCA. Delivers on promises, demonstrating personal commitment, energy and drive to get things done. Defines and reinforces standards, demonstrating these personally and fostering a culture of personal responsibility. Asks for and acts on feedback on own approach, continuing to learn and adapt to new circumstances. Takes responsibility for making tough or unpopular decisions. Demonstrates resilience in difficult situations and remaining calm and professional under pressure.  **Leading change**  Establishes a clear future picture and direction focused on delivering the GMCA vision and strategy. Identifies and implements change needed to meet GMCA’s objectives, thinking beyond the constraints of current ways of working, and is prepared to make radical change when required. Thinks in the long-term, identifying better ways to deliver value for money services that meet both local and GMCA needs. Encourages creativity and innovation.  **Leading people**  Inspires people to meet challenging organisational goals, creating and maintaining the momentum for change. Gives direction and states expectations clearly. Talks positively about policing and crime reduction and what it can achieve. Creates enthusiasm and commitment by recognising good performance, and giving genuine recognition and praise. Promotes learning and development, giving honest and constructive feedback to help people understand their strengths and weaknesses, and invests time in coaching and mentoring staff.  **Managing performance**  Creates a clear plan to deliver performance in line with GMCA strategy and objectives. Agrees demanding but achievable objectives and priorities, and with available resources to deliver them as effectively as possible. Identifies opportunities to reduce costs and ensure maximum value for money is achieved. Highlights good practice and uses it to address underperformance. Delegates responsibilities appropriately and empowers others to make decisions. Monitors progress and holds people to account for delivery.  **Decision making**  Assimilates complex information quickly, weighing up alternatives and making sound, timely decisions. Gathers and considers all relevant and available information, seeking out and listening to advice from specialists. Asks incisive questions to test facts and assumptions, and gain a full understanding of the situation. Identifies the key issues clearly, and the inter-relationship between different factors. Considers the wider implications of different options, assessing the costs, risks and benefits of each. Makes clear, proportionate and justifiable decisions, reviewing these as necessary.  **Working with others**  Builds effective working relationships with people through clear communication and a collaborative approach. Maintains visibility to staff and ensures communication processes work effectively. Consults widely and involves people in decision-making, speaking to people in a way they understand and can engage with. Treats people with respect and dignity regardless of their background or circumstances, promoting equality and the elimination of discrimination. Treats people as individuals, showing tact, empathy and compassion. Sells ideas convincingly, setting out benefits of a particular approach, and striving to reach mutually beneficial solutions. Expresses own views positively and constructively, and fully commits to team decisions. |

**Corporate Duties**

Avoid any behaviour 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 responsiblefor 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