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| **Salford Safeguarding Adults Board Business Manager** |
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| **Service:**  | People Directorate | **Grade:** | 5B | **Salary:** | £44,632 - £46, 490 |
| **Reporting to:**  | Assistant Director Integrated Commissioning | **Location:** | St James’ House | **Hours:** | 36 hours per week |
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| **About the role**  |  | **Our priorities**  |
|  * Lead on the development of Salford Safeguarding Adults Board (SSAB), ensuring duties and responsibilities are effectively discharged in accordance with government guidance and legislation
* Responsible for the delivery of the statutory requirements of the SSAB (Strategy & action plan, annual report and SAR process).
* Ensure effective structures and processes are in place to facilitate and performance manage partnership working in relation to safeguarding adults at risk across the statutory, independent and third sectors.
* Promote, develop and support high quality safeguarding practice and performance in SSAB partner organisations, which is based on legislation, knowledge, research and the effective contribution of all participants, and which leads to positive outcomes for adults with care and support needs.
* Advise SSAB members & elected members on high level policy issues and making recommendations for decision-making relating to the SSABs budget, duties, priorities, and future direction
* Develop the sub structure of the board and provide leadership, management and supervision to the Safeguarding Adults Boards’ Team
* Lead on the implementation & revision of multi-agency safeguarding policy and practice in Salford to ensure that multi-agency practice is effective in all areas of safeguarding
* Provide guidance to partner agencies on safeguarding responsibilities, including policy, procedure & training.
* To develop the public profile of the Board, utilising all appropriate media and other resources, produce regular bulletins and manage the web site.
* To represent SSAB interests at regional and national levels and to share information, skills, experience and knowledge via regional and national networks and consortia.
* To work with the chair of the SSAB and other Boards in monitoring the strategic ‘horizon’ in order to prepare the SSAB for changes in legislation, policy and opportunities to improve

practice

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| * To manage the multi-agency budget for the Safeguarding Adults Board, provide regular budget

reports, and prioritise spend appropriately to ensure resources are used efficiently and effectively.  |

 |  | **Tackling poverty and inequality** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\coins.png | Addressing poverty and tackling inequalities |
| **Education and Skills** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\diploma.png | Developing skills and a strong education offer |
| **Health and Social Care** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\heartbeats.png | Working with partners to improve health and wellbeing |
| **Development** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\office.png | Investment that provides jobs with decent wages |
| **Housing** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\home.png | Connecting affordable housing |
| **Transport** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\transport.png | Connecting affordable transport with jobs and skills |
| **A transparent effective organisation** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\school.png | Delivering effective and efficient council services |
| **Social Impact** | \\salford.gov.uk\documents\SCC\execbhinks\Documents\My Pictures\family-group-of-a-couple-with-three-children.png | Using social value to make the most difference in Salford |
| **Key outcomes**  |
| To develop and manage the SSAB’s relationships with a wide range of senior stakeholders, including directors and chief executives in partner organisations, at borough, regional and national levels. |  | To ensure implementation of recommendations from Safeguarding Adults Reviews monitoring the progress in conjunction with the Safeguarding Adult Review Panel. |
| To co-ordinate and promote high level communication, joint planning and multi-agency projects, and implementation of strategic plans between SSAB member organisations and other strategic partner agencies | Liaise with operational managers and practitioners in Adult Social Care Services, CCG and Police and other partner agencies to develop, implement and monitor action plans for presentation to the SSAB and for disseminating the implications and implementation to operational staff where appropriate. |
| To ensure that SSAB members and partner agencies are briefed on new legislation, government guidance, research findings, funding arrangements and policy developments relating to the safety and welfare of adults and to advise them of the implications for their business planning and service areas. | To lead the SSAB business-planning processes, enabling the SSAB to formulate their strategic directions and identify their key priorities, and ensuring high level ownership of the SSAB business plans |
| Lead the development of multi-agency safeguarding procedures and practice guidance which reflects the Board’s commitment to Making Safeguarding Personal . | To oversee the development, delivery and evaluation of a multi-agency training programme and lead on the strategic safeguarding adult professional development activities and events to promote an effective workforce including changes of “organisational culture” and approach where necessary |
| **What we need from you**  |

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| Professional social work/care, police or health related qualification; or equivalent experience in managing strategic partnership Boards.  |  | Skilled communicator who can deliver complex and technical messages with clarity, and such messages to be delivered with enthusiasm and conviction that builds trust and confidence. Excellent written and verbal communication skills, including experience of writing and presenting complex reports to senior officers and councillors. |
| Experience and demonstrable abilities and skills in working collaboratively and developing partnerships in an inter-agency environment with agencies across the health, education, voluntary sector, social care and criminal justice sectors. |  | Strategic capability in achieving outcomes and meeting the organisational priorities. |
| Significant experience of working in a social care/health/partnership environment and adult protection services within any of the statutory board members areas i.e. Social Care, Health or Police.  | High level negotiation skills to manage scenarios requiring a resolution. |
| Detailed up to date knowledge of the safeguarding agenda (legislative, regulatory, best practice guidance, clinical standards etc.) impacting on existing and future provision and outcomes. | An ability to constructively challenge proposals, decisions, suggestions in such a way that recipients of the message respect, understand and consider the implications and impact of the challenge. |
| Experience of managing complex case-related issues as well as professional and organisational tensions including those relating to multi-agency working.  | Strong influencing and stakeholder management skills and the ability to build relationships at all levels i.e. political, senior management, management and officer. |
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| Ability to apply creativity in solving problems, identifying new opportunities and producing innovative proposals, ideas and structures, within appropriate limits | A ability to develop and deliver business plans that lead to improvements in service delivery and outcomes for people. |
| Evidence of developing inter-agency protocols, which take account of the views of users and their carers.. |  | A commitment to improve outcomes for vulnerable adults and to ensure the voice of service users underpins and is central to the safeguarding agenda in Salford.  |

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| **Our leadership behaviours**  |  | **Our values**  |
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| **As a values-based leader you will:*** **Model the values and embed them in the way your team delivers services**
* **Hold people accountable for delivering the values**
* **Respect and care for others, treating everyone fairly, recognising the importance of ensuring equality of opportunity for all, and listening and acting on the things people say**
* **Be honest, taking responsibility for your actions and decisions**
* **Use resources that you are trusted with wisely**
 |  | **To lead and develop people you will:*** **Listen to understand, not to defend**
* **Give people the freedom to use their initiative**
* **Provide opportunities for people to discuss and solve problems and issues**
* **Regularly provide coaching and support to others to help them achieve their objectives and potential**
* **Appreciate and build on people’s strengths**
* **Motivate, engage, encourage and inspire others in order to be the best they can be**
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| **To create a performance and development culture you will:*** **Be visible, inject pace, vigour and purpose**
* **Expect high standards; mediocrity is not acceptable**
* **Take an evidence and whole system approach in making decisions**
* **Maximise technology and models to deliver quicker, easier, better services**
* **Have a digital mindset, fully utilising digital systems and solutions to deliver services differently**
* **Set context and challenging goals that will motivate people to take ownership, maximise performance, and develop**
 |  | **To build and communicate a vision for the future you will:*** **Be optimistic and ambitious for the city and its people, helping others to understand the need to transform public services**
* **Build strong collaborative relationships to find creative ways to make services more sustainable and flexible**
* **Recognise and values the strengths of people and places, taking a strengths-based approach to make the most of opportunities**
* **Support people through change, in undertaking new things, and taking risks**
* **Take a place and whole system approach in designing, delivering and leading services**
* **Ensure an inclusive approach with the aim of reflecting the increasing diversity of Salford**
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| **Application guidance** |

We are a values based organisation so reflecting our values or a values based approach in your evidence will support your application.

The ‘Key outcomes’, ‘What we need from you’ and ‘our leadership behaviours’ sections of the Role Profile are there to give you an understanding of what we would like to see reflected in your application. Don’t give up if you are not able to reflect all of these in your application.