

## Job specification

**Job title:** Programmes and Partnership Manager

**Service:** Healthier Wigan Partnership

**Grade:** G12

**Reporting to:** Service Manager Programme and Policy

### Your job

You will work on behalf of an alliance of Wigan health and social care partners to establish a place based, integrated care provider partnership supporting the work of a number of multi-community provider arrangements to deliver and radically transform health and social care in Wigan borough in order to meet the needs and preferences of the local population.

The Council is committed to complying with the European General Data Protection Regulations (GDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection Regulations.

### In this job you will

In the next 12 months, you will:

- Be responsible for managing a range of programmes related to the development of the new arrangements for the Local Care Organisation and wider health and care integration in Wigan
- Ensure effective programme management methodologies are applied to all key programmes and service transformation
- Provide robust planning, management and reporting on a range of programmes
- Lead specific programmes and projects on behalf of the Healthier Wigan Partnership
- Support work in partnership with professional and organisational leads to design and develop the shadow and future governance and assurance arrangements for the Local Care Organisation
- Build strong relationships with partners to engage them fully in service design and delivery
- Utilise business improvement techniques and tools to support whole system change
- Provide strong programme leadership to realise transformational change across a whole system
- Monitor progress of LCO and wider programmes against the stated aims and objectives
- Create momentum and achieve cross organisational change at pace within an agreed set of parameters
- Ensure that all new arrangements are founded on an asset based approach to communities and residents, securing the greatest opportunity for residents to be in control of their own lives and care

On an ongoing basis you will:

- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules

## In this job you will need

You must be able to demonstrate the following essential requirements:

- Be passionate about delivering high quality services to the public and champions whole system change that will improve access to a wide range of services for residents
- Significant experience of partnership working in a multi-agency setting and delivering change across a number of partners
- Excellent decision making skills and ability to break down problems and come up with innovative solutions
- Excellent interpersonal skills with an ability to build relationships within and across departments, authorities and organisations, with whom there is regular contact
- A proven ability to work constructively with multi-disciplinary teams and of direct line management and matrix management of staff
- Has an understanding of the challenges facing health and social care services
- Will be an experienced programme manager with many years' experience of delivering complex transformation programmes involving a range of partners
- Degree or equivalent (Level 4) in a related professional discipline or evidence of significant experience in a related discipline
- Formal programme and project management training and experience, such as MSP, Prince 2, or equivalent on the job experience
- Evidence of effective programme management skills and the ability to lead and deliver complex programmes
- Has experience of building new organisational structures and governance to deliver shared outcomes, for example shared services or developing new delivery vehicles
- Has a deeply held sense of purpose and strives to achieve the best outcomes that empower and support citizens

## Our culture

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

**Be Positive...** take pride in all that you do

**Be Accountable...** be responsible for making things better

**Be Courageous...** be open to doing things differently

Individuals with line management responsibilities are also expected to ...

**Inspire...** lead by example and help others to see the big picture

**Care...** show genuine concern for people as individuals and value their contributions

**Engage...** I connect with others both within and beyond the organisation

## Staff Deal

Our Staff Deal is an informal agreement with all staff. It outlines what you can expect from us, and in return what we expect from you

### Our part

- Provide strong, honest and visible leadership
- Reward your commitment and hard work
- Care for your health and well being
- Listen to you and put your ideas into action
- Support you to give something back
- Offer opportunities to learn and grow
- Be one team, one council
- Believe in you

### Your part

- Listen, be open, honest and friendly
- Be efficient, flexible and professional
- Care for your health and stay active
- Tell us how we can improve
- Give something back whenever you can
- Take opportunities to learn and grow
- Be one team, one council
- Believe in yourself and our borough