



Cumberland Council

Post Specification

Date	September 2023
PG Number	6714
Post Title	Commissioning Manager
Job Family	OS17
Job Family Role Profile	Organisational Support
Final Grade	Grade 17

To be read in conjunction with the job family role profile

Service Area description	
People Commissioning	
Purpose of this post	
<p>Responsible for leading on the commissioning of services in one of the following areas:</p> <ul style="list-style-type: none"> • Older Adults • Children and young people (learning disability, physical disability, education, mental health, transitions, services for LAC, young carers, SEND) • Public health including Sexual health, substance misuse and NHS health check services • Adults with learning disabilities (including the TC cohort), mental health, ABI and services for those undergoing transition 	
Key job specific accountabilities	
<ol style="list-style-type: none"> 1. Manage the evidence based commissioning and development of services for service users in one of the above services, including the development of quality and contract monitoring systems. 2. Contribute to the council fulfilling its statutory functions with regards to the commissioning, delivery contracts and market management of services for the relevant client group. 3. Work closely with senior operational services to ensure the informed development of commissioning models which deliver agreed priorities and contribute to the achievement of the HCCS and council transformation programme objectives, targets and outcomes. 4. Take a lead role in developing partnerships, networks and relationships with all internal and external stakeholders across Cumbria, the extended health footprint and the wider region to deliver value for money, a vibrant and sustainable market and ease of access to services for our customers. Represent the Council at regional and national networks which relate to commissioning services and related issues 5. Support the directorate management team, in taking overall strategic leadership of the commissioning on behalf of the Council 	
Please note annual targets will be discussed during the appraisal process	
Key facts and figures of the post	
Budget Responsibilities	<ul style="list-style-type: none"> • Manage a delegated budget • Support the future development of integrated commissioning and integrated health budgets
Staff Management Responsibilities	<ul style="list-style-type: none"> • Regular and continued management of teams and individuals undertaking specific work carried out by People Commissioning in support of the objectives of the post.
Other	<ul style="list-style-type: none"> • Post will be managerially located within the new People Commissioning Team
Essential Criteria - Qualifications, knowledge, experience and expertise	

- Degree and/or relevant professional qualification and/or equivalent recent and relevant experience in the areas of Education, Housing, Health or Social Care.
- Experience of project and programme management
- Considerable experience of strategic, service and micro commissioning and quality management.
- Direct involvement in leading the development of policy and services in a politically sensitive organisation.
- A successful track record in developing effective working alliances, partnerships and services in a cross agency environment.
- Experience of customer engagement and advocacy in continually improving services.
- Substantial knowledge of local authority, health and wider public sector strategies and initiatives-.
- Substantial knowledge of Child and Adult Social Care, Health and Public Health legislation, policies, priorities and practice
- Substantial knowledge of a range of approaches to commissioning, within a statutory organisation and within a partnership context.
- Knowledge and understanding of relevant service statutory duties, responsibilities and policy requirements.
- Experience of change management
- Politically astute
- Excellent communication and presentation skills

Disclosure and Barring Service – DBS Checks

- This post does not require a DBS check.

Job working circumstances

Emotional Demands	<ul style="list-style-type: none"> • Normal
Physical Demands	<ul style="list-style-type: none"> • Normal
Working Conditions	<ul style="list-style-type: none"> • Office environment

Other Factors

- Possible travel around Cumbria, agile working applies, work across districts