

# Post Specification

## Post Specification - Key Information

- **Post Title:** Strategic Lead Safe and Strong Communities
- **Date:** June 2025
- **Post Group Number:** 7675
- **Job Family:** Organisational Support
- **Job Family Role Profile:** OS17
- **Final Grade:** 17

To be read in conjunction with the job family role profile.

## Service Area Description

On 21 July 2021, the Secretary of State announced plans for the reorganisation of local government in Cumbria. Local government in the county has now transitioned from the previous tiered structure with the county council and six district councils providing different services, to two new unitary councils from 1 April 2023.

This is a once-in-a-generation opportunity to shape the county's local government services for the better. This post will help lead the service development and embedding across the Safe and Strong Communities area within the Thriving Communities Directorate.

This post will work across Safe and Strong Communities including both geographically based and strategic service areas, to deliver excellent inclusive services that empower residents and communities in Westmorland and Furness to thrive. This is a broad and cross cutting service area and includes, Community Power, Poverty and Food Inclusion, Grants Programmes, community safety and cohesion and community resilience. It will also focus on relationships with the Voluntary, Community, Faith and Social Enterprise Sector and Town and Parish Councils

## Purpose of this Post

This is a strategic leadership role, developing and overseeing a number of policy and service areas across Safe and Strong Communities. In particular the role will focus on Inclusion and Diversity. Poverty and Food Inclusion, Social Enterprise, Grants Programmes, Education Engagement and Enforcement, and community resilience.

Working with key internal and external stakeholders including; the Council's Senior Leadership Team, Elected Members, the Voluntary, Community, Faith and Social Enterprise Sector, Town and Parish Councils, service leaders, and Trade Union colleagues to drive the development of services in line with Council Plan priorities.

This post will be part of the Assistant Director's Management team and will work closely with service managers within the directorate and across the authority to develop the approach, activity and services relating to Safe and Strong Communities

A key element of the role will be to provide strategic management and technical expertise to ensure services continue to be delivered effectively and remain customer focused, innovative, and efficient. The role must also ensure that allocated statutory responsibilities are properly discharged and ensure that performance and risks are managed in line with statutory responsibilities.

The successful candidate will ensure staff are engaged fully in the transition process and work with the whole organisation, encouraging a 'one team' work culture. This will include promoting equal opportunities with our communities and our staff through personal example, open commitment and clear action.

### Key Job Specific Accountabilities

The post holder will:

- Develop and manage the Council's approach to Community Grants programmes, ensuring schemes are developed in line with Council's governance arrangements and are managed and issued in an appropriate and timely manner.
- Working across the organisation, lead the development of the Council's policy and approach to tackling poverty and food inclusion, including overseeing the management of the Household Support Fund.
- Promote the development of partnerships, networks and relationships with stakeholders across Westmorland and Furness and the north west, to deliver value for money and ease of access to services for our communities
- Support the Assistant Director and Senior Communities Manager in the development of policy, business and strategic planning activities to develop Safe and Strong Community services, including the development of partnership working
- Develop business cases and strategies to shape how the services will delivered by the Council, in line with the vision and objectives of the Council Plan. This will be influenced through engagement with existing and new partners, including those from the private, public and voluntary sector and listening to our existing customers and communities
- Act as adviser to the council on policy matters, supporting the Assistant Director Safe and Strong Communities and councillors by developing and implementing plans that result in high quality service delivery

*Please note: Annual targets will be discussed during the appraisal process.*

### Key Facts and Figures of the Post

- **Budget Responsibilities:**

- Responsibility for service delivery in Safe and Strong Communities. · Responsible for managing the budget of between £1-3m

- **Staff Management Responsibilities:**

Direct line management of up to 3 posts

- **Other:**

- Provide policy and strategic leadership relating to service areas within Safe and Strong Communities
- Provide a lead in risk management, emergency planning and business continuity in the service area, to make sure services continue.
- To model and display the corporate standards of behaviour

### Essential Criteria

- **Qualifications:**

- Educated to degree-level or equivalent in a relevant subject, or equivalent by experience.

- **Knowledge:**

- Extensive knowledge of some or all aspects of the service areas, including statutory responsibilities and the regulatory framework
- Extensive knowledge of local authority and wider public sector strategies and initiatives
- Strong organisational and political acumen
- **Experience:** (Essential experience required for the post)
  - Experience of leading change in a large, complex and diverse organisation
  - Experience developing external partnerships, with other organisations and stakeholders, to deliver key strategies and programmes.
  - Experience of customer engagement and advocacy in continually improving services.
- **Expertise:** (Essential expertise required for the post)
  - Ability to use leadership skills to build and understanding of the agendas and motivations of others in order to keep them positively engaged
  - Highly developed communication, challenge and negotiating skills with the ability to engage with a wide range of audiences.
  - Well-developed analytical and problem-solving skills, including the ability to coach others in these.
  - A successful track record in developing effective working alliances together with a proven ability to network.
  - Strong commercial acumen and financial management skills.

### Disclosure and Barring Service (DBS) Checks

- This post does not require a DBS check.

### Job Working Circumstances

- **Emotional Demands:** Ability to work under pressure
- **Physical Demands:** Minimal
- **Working Conditions:** Need to work across different sites in Westmorland and Furness
- **Other Factors:** (Any other relevant factors)

### Other Factors:

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