



Thurrock Council Job Profile



Job Title	Executive Director Adults and Health
Grade	SM4
Directorate	Adults and Health
Responsible to	Chief Executive
Responsible for	Director of Public Health, relevant Assistant Directors, Business Manager and other relevant senior postholders
Last Review Date	April 2024

Job Purpose

Lead the development and delivery of high quality adult social care, health and community services including adult social care, public health, health partnerships, equalities and community services.

To be the Council's Director of Adult Social Services (DASS) and responsible for duties as set out in the statutory guidance on role and responsibilities.

To be an active member of the Council's Senior Leadership Team (SLT) leading the development and provision of high-quality Corporate Services, delivering, and driving through change and turning vision and strategy into effective implementation.

Values & Accountabilities

Our Shared Values	<ol style="list-style-type: none"> 1. Together, we hold ourselves to account to get things done. We do this by demonstrating accountability and integrity. 2. Together, we make possible what cannot be achieved alone. We do this by being collaborative and focusing on impact. 3. Together, we will listen and act to continually improve. We do this by being responsive to local people and the issues they raise and adapting our approach to achieve better outcomes.
Corporate Accountabilities	<ol style="list-style-type: none"> 1. To work with colleagues to achieve service plan objectives and targets. 2. To comply with data protection legislation and the council's Information Security Policy, including supporting policies. 3. To be willing and able to work in a flexible and agile way with regard both to hours of work and location of work, including remote and home working, as required, subject to service needs and requirements. 4. To participate in performance development, talent reviews and one-to-ones and to contribute to the identification of your own and team development needs and goals.

	<ol style="list-style-type: none"> 5. To actively promote and comply with the council's diversity and equality policies. 6. To ensure full compliance with the Health and Safety at Work Act 1974 etc., the council's Health and Safety Policy and all locally agreed safe methods of work. 7. To fully understand and be aware of the commitment to Section 17 'Duty of the Crime and Disorder Act 1998 to prevent crime and disorder'. 8. At the discretion of the senior management, to undertake other activities as, from time to time, may be agreed consistent with the grade and nature of the role. <p>To undertake and maintain relevant mandatory training in line with legislation.</p>
<p>Key Service Accountabilities</p>	<ol style="list-style-type: none"> 1. Assume responsibility for the provision of social services functions within the meaning of the Care Act 2014 as it relates to adults with social care needs. 2. To ensure the effective operation of the Health and Wellbeing Board and also the Safeguarding Adults Board. 3. Lead the surveillance of the population's health and wellbeing, direct appropriate interventions and assess their success. 4. Ensure the provision of pro-active services to vulnerable and hard to reach residents, including safeguarding responsibilities. 5. Identify and capitalise on opportunities for promoting the quality of life, independence and enablement of adults and families. 6. Lead on the development of equalities and the collaborative communities' strategy for Thurrock including the management of the library / hub service. 7. Leading by example and always working collaboratively, playing a full and active role in the oversight of delivery of Council services and the development of the Council's overall corporate strategy, ensuring that this is effectively delivered in line with the priorities agreed by the Council. 8. To provide leadership, direction and management to the Directorate ensuring the delivery of efficient and effective services to customers aligned to members' priorities and budgets as set out in the Corporate Plan. 9. Lead and facilitate effective senior leadership team engagement and ownership of strategic financial strategic planning and integrated business and resource planning to support delivery of high-quality services and priority projects. 10. Maintaining and developing positive working relationships with other officers, elected members and community planning partners and taking the lead role in developing and implementing strategic programmes and projects. 11. Ensure a collaborative approach to the delivery of services and corporate priorities, securing Best Value in the management and delivery of all Adults and Health services and ensuring that all relevant legislative requirements are fulfilled. 12. Providing leadership and management support to direct reports responsible for the delivery and development of all functions within their remit and ensuring that all duties and responsibilities for Adults and Health are fulfilled in terms of the Health and Safety at Work Act 1974. 13. Establishing, monitoring and reviewing systems whereby Assistant Directors and Heads of Service regularly account for services, functions

and resources under their control and ensuring these systems accomplish successful management outcomes and contribute to overall corporate effectiveness.

14. Being accountable for the preparation and effective management of all revenue and capital budgets for Adults and Health and ensuring that Chief Officers and Senior Managers formally and regularly account for the service and programmes under their control.
15. Ensuring that adequate risk management arrangements are developed and in place for all Adults and Health Services.
16. Undertaking such delegated duties as may be decided by the Council and such other duties as may be directed by the Chief Executive.
17. Deputising for the Chief Executive as required.

This post is politically restricted under the Local Government and Housing Act 1989 and post holders are prohibited from seeking public election, holding political office, writing or speaking publicly on matters of political controversy.



Person Specification

Job Title	Executive Director Adults and Health
Directorate	Adults and Health

Information for Applicants

The person specification provides an outline of the experience, skills, and abilities we expect the successful applicant to possess. You should match your own skills, experience, and abilities to those listed below. Tell us in what way you meet the requirements.

Method of testing
A = Application form
I = Interview
T = Assessment tests
O = Other

Disabled people will be offered an interview where they meet the essential requirements alone.

Requirements for this Job

Key competencies and behaviours	Method of testing
Educated to degree level or equivalent and relevant work experience	AO
A recognised professional qualification in a relevant discipline	AO
Significant relevant experience in a senior management position with a record of measurable success	AI
Demonstrable success at inter-agency working	AI
Experience of identifying and developing opportunities for innovation, improvement, and change	AI
Able to work under sustained pressure	T
A high level of financial awareness and ability to understand the financial implications of strategy and policy	T

Ability to lead and develop solutions to complex problems and manage others to promote a solution-focused approach	AIT
Excellent written and oral communication skills, with proficiency in ICT	AIT
Political awareness	IT
Considerable interpersonal skills including the ability to persuade, negotiate and influence	IT
Ability to promote diversity and oppose and challenge discrimination in the provision of services and as an employer	AI
To behave in accordance with our values.	AI
Commitment to the principles of agile working including the ability to work flexibly with regards to both hours of work and location of work including remote and home working as required.	AI
Understanding of and commitment to principles of equality and diversity and compliance with Thurrock Council policies.	AI

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Recruitment safeguarding	Requirement
Will the post holder have substantial unsupervised access to children or vulnerable adults?	Yes – Use Safer Recruitment process
Is a Disclosure and Barring Service (DBS) check required for this post? Read the Recruitment and Selection Policy for guidance.	Yes – Enhanced check required