

Wolverhampton City Council
Role Profile Description
LPDSB60A

Date	June 2010
Family	Learning and People Development (School based)
Role Profile Level Number	60A
Purpose	
To advise on a major specialist area or a full range of programmes and activities that develops the capacity of individuals and groups in a school or educational establishment.	
Role Accountability	End Result
Direction	
Determine the requirements of a number of large pieces of work and groups of programmes in line with school, educational establishment or Council objectives.	<ul style="list-style-type: none"> • Service delivers its requirements and fits with overall school, educational establishment or Council objectives
Champion and oversee the implementation of strategies and plans into functional business objectives.	<ul style="list-style-type: none"> • School, educational establishment or Council strategies are implemented and the objectives achieved
Co-ordination	
Develop the strategic direction of own area and participate in service planning. Oversee a number of areas of work or a number of projects.	<ul style="list-style-type: none"> • School, educational establishment or Council objectives are delivered to specification, time and budget
Represent the school, educational establishment or Council and present policy to external partners; proactively develop opportunities for partnership working.	<ul style="list-style-type: none"> • Policy and programmes are developed in a wider partnership
Advice	
Provide specialist expert advice covering a broad professional discipline within a statutory framework or work area.	<ul style="list-style-type: none"> • Service is developed and delivered in line with current thinking and good practice

Nature of Contacts and Relationship (who and the nature of the communications)
<ul style="list-style-type: none"> • Working in partnership with professionals and providers to exchange information and advise and build expertise • Routine contact with elected members • National and Regional Officers and Agencies
Working Environment Context (disruption, physical, disagreeable, health and safety aspects)
<ul style="list-style-type: none"> • Office based
Procedural Context (creativity, discretion, impact)
<ul style="list-style-type: none"> • Making recommendations on school, educational establishment or Council and Partnership Policies • Setting policies and practice that influences senior managers and leaders
Planning Requirement
<ul style="list-style-type: none"> • Developing strategic plans for area of specialist knowledge or expertise
Key Facts and Figure Ranges (include likely size of any team managed)
<ul style="list-style-type: none"> • No managerial or budget responsibilities
Skills, Knowledge and Qualifications
<ul style="list-style-type: none"> • Will have a track record as an expert in a professional discipline • Full understanding of the service area and the context within which it operates • Politically astute in a rapidly changing environment
Equipment Operated and Essential Skills
<ul style="list-style-type: none"> • ICT literate