Wolverhampton City Council
Role Profile Description
LPD60S

Date	**June 2010**
Family	**Learning and People Development**
Role Profile Level Number	**60S**
Purpose	
To direct and lead a major specialist area or a full range of programmes and activities that develops the capacity of individuals and groups to fully meet prescribed quality levels.	
Role Accountability	**End Result**
Direction	
Determine the requirements of a number of large pieces of work and groups of programmes in line with Council objectives.	• Service delivers its requirements and fits with overall Council objectives
Contribute, champion and oversee the implementation of strategies and plans into functional business objectives.	• Council strategies are implemented and the objectives achieved • Service delivery and improvement
Co-ordination	
Develop the strategic direction of own area and lead in service planning. Oversee a number of areas of work or a number of projects.	• Council objectives are delivered to specification, time and budget
Represent the Council and present policy to external partners; proactively develop opportunities for partnership working.	• Policy and programmes are developed in a wider partnership
Advice	
Provide specialist expert advice covering a broad professional discipline or work area.	• Service is developed and delivered in line with current thinking and good practice

Management	
Organise, develop and motivate a team of senior managers and staff.	• The team is capable of achieving the required outputs
Identify and access funds and resources, direct and control financial plans for their area of the service.	• The service operates effectively to meet objectives and within budget
Ensure compliance to, and with, inspection regimes	• Inspections passed

Nature of Contacts and Relationship (who and the nature of the communications)
• Working in partnership with other professionals and providers to exchange information and specify services • Routine contact with elected members • National and Regional Officers and Agencies
Working Environment Context (disruption, physical, disagreeable, health and safety aspects)
• Office based priorities may change frequently in response to external influences
Procedural Context (creativity, discretion, impact)
• Making recommendations on Council and Partnership Policies • Leading the implementation of change
Planning Requirement
• Developing and implementing service and strategic plans for service area
Key Facts and Figure Ranges (include likely size of any team managed)
• Managing a team of managers and overall responsibility for service budget
Skills, Knowledge and Qualifications
• Relevant professional post graduate or recognised equivalent qualifications • Will have a track record of managing within a professional discipline • Full understanding of the service area and the business context within which it operates • Politically astute in a rapidly changing environment
Equipment Operated and Essential Skills
• ICT literate