

## CARDIFF COUNCIL

### Role Profile

<b>Role Title</b>	Director, Adults, Housing and Communities
<b>Ref</b>	
<b>Grade</b>	Director Spot Salary
<b>Primary Purpose of Role</b>	<p>To provide strategic analysis and robust advice to Cabinet, Scrutiny Committees and the Council regarding the best options and methods to deliver relevant aspects of the Council's Corporate Plan; also to ensure the effective and efficient implementation of the Cabinet's strategic choices with a firm focus on achieving continually improving outcomes in the fields of Community, Adult and Housing Services.</p> <p>To embrace the Corporate priorities across the Council and be part of a cohesive Corporate team.</p> <p>To ensure compliance with the requirements of the Social Services and Wellbeing (Wales) Act 2014 and all relevant legislation and guidance in the delivery of Community, Adult and Housing Services.</p>
<b>Key Accountabilities</b>	<ul style="list-style-type: none"> <li>• To translate the Council's stated vision and priorities into a set of aligned and effective strategies for Community, Adult and Housing Services</li> <li>• To provide high-quality advice and insight for the Cabinet Members and Councillors regarding the most effective and efficient models for delivering the relevant corporate priorities and responding to emerging needs</li> <li>• To take a lead role in the formation and on-going development of deep-rooted strategic partnerships and relationships that will place Cardiff's Community, Adult and Housing Services at the forefront of service delivery nationally</li> <li>• To ensure and promote the application of all safeguarding policies and associated processes and procedures</li> <li>• To identify and make the most of existing and potential synergies across the work of the Council's Community, Adult and Housing Services and other services, plus those of partner organisations</li> <li>• To take a lead role in optimising the use of the Council's resources by creatively using risk-managed partnerships, collaborations and/or commercial initiatives to best deliver the key services needed by the people of Cardiff and the wider region</li> <li>• To accurately advise the Corporate Director, Chief Executive, Cabinet Members, Scrutiny Committees, and Councillors how and where to make efficiencies or investment in Community, Adult and Housing Services that will best serve the people of Cardiff and the wider region.</li> </ul>

	<ul style="list-style-type: none"> <li>• To assess the strategic impact of shifting service demands in a diverse urban context, against a backdrop of significant financial pressures and an overarching commitment to the provision of improving standards, and to advise the Cabinet Members and Councillors of all of the options (including innovative responses) and associated implications</li> <li>• To lead a management team: creating, implementing, monitoring and reviewing the performance of Community, Adult and Housing Services and ensuring that significantly improved outcomes in the lives of service users are secured.</li> <li>• To promote and lead a culture that realises the Capital Ambition vision, and reflect this in all aspects of its Community, Adult and Housing Services</li> <li>• To scan the external context and to advise the Cabinet Members on how to position the portfolio for emerging changes, challenges and opportunities</li> </ul>
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<b>Areas of Responsibility</b>	<ul style="list-style-type: none"> <li>• Hubs and Community Services</li> <li>• Advice and Benefits</li> <li>• Early Help for Families, Children and Young People</li> <li>• Adult Social Services</li> <li>• Independent Living and Preventative Services</li> <li>• Housing and Homelessness</li> <li>• A wide range of partnership and cross sector working to deliver more integrated person centred services</li> </ul>
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<b>Types of Measures of Success</b>	<ul style="list-style-type: none"> <li>• Continually improving outcomes, particularly in the lives of vulnerable people in Cardiff and the wider region</li> <li>• Achievement of Corporate priorities for the Housing and Communities, and Social Care, Health and Wellbeing portfolios</li> <li>• Effective management of resources – improvement of portfolio performance, whilst achieving required financial savings</li> <li>• Satisfaction of Councillors in relation to the professional advice, strategic options and service delivery.</li> </ul>
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**When preparing your written application you will need to provide evidence only for the competencies identified with an asterisk. These are the essential competencies for your written application. In responding to each of the essential competency areas, you must provide examples which demonstrate how you have successfully delivered results of a size, scope and complexity comparable to the challenges faced by Cardiff Council. These and the remaining competencies will be assessed during the remaining stages of the recruitment process.**

<b>Behavioural Competencies</b>	<b>Application Stage</b>	<b>Competency Level(s)</b>
Putting Our Customers First	*	5
Getting Things Done	*	5
Taking Personal Responsibility	*	5
Seeking to Understand Others		5
Developing Potential		5
Leading Change	*	5
Initiating Change and Improvement	*	5
Organisational Awareness		5
Partnering and Corporate Working	*	5
Communicating		5
Analysing , Problem Solving and Decision Making		5
Equality & Diversity		5
Optimising Resources	*	5
Demonstrating Political Acumen		5