

Job Profile – ASC Programme Lead (12-month secondment)

Title	ASC Programme Lead
Grade	Zone 5, Level 2
Salary	£59,759
Directorate	Adults & Health
Section	Supporting People Strategy Team
Term	12-month secondment

About the recruitment process

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we want our recruitment process to be as inclusive and as accessible as possible and we particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBTQ+, disabled and neurodiverse communities. We recognise that requires us to be as flexible as we can whilst also preserving the integrity of a fair and transparent process. We therefore encourage you to let us know how we can make the recruitment process safer and more comfortable for you.

Similarly, we appreciate that people's individual skills and experience may not neatly map to a particular role profile so if you have questions about the role, and/or would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, or would like to discuss alternative ways to showcase your interest and expertise, then get in touch with Resourcing on 020 7974 6655, or resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG

Introduction

The Supporting People Strategy Team reports directly into the Executive Director for Adults & Health and is led by the Head of Strategy for Supporting People. The service is responsible for providing a range of strategy, policy, programme and project management, data and insight support to the Children & Learning and Adults & Health Directorate Management Teams and Heads of Service across the two directorates as well as at corporate level to the Corporate Management Team (CMT). The team holds a unique position within the Children & Learning & Adults & Health Directorates as a team that straddles the multiple functions of the two Directorates, working across a host of different service areas and building up significant knowledge and expertise to do this effectively.

The ASC transformation team sitting within the Supporting People Strategy Service plays a key role in supporting the Executive Director for Adults & Health (holding the statutory DASS role) in delivering their long terms plans for change and transformation of Adult Social Care. The team works with multiple services both within Adult Social Care, across Council Directorates including Corporate Services to both develop and deliver a complex programme of change. This programme reaches out beyond the boundaries of the Council into the

Job Profile – ASC Programme Lead (12-month secondment)

Council's strategic partnerships with the health sector. The team work closely with senior leaders and stakeholders to implement the change programme. They are accountable to the (ASC) Supporting People, Connecting Communities (SPCC) Programme Governance in delivering a range of projects that make up the programme.

About the role

The Programme Lead (ASC Transformation) reports to the Head of Strategy for Supporting People and is a member of the Supporting People Strategy Team Senior Management Team (SMT) and the Extended Leadership Team for the Strategy Family. The post holder also sits on ASC SMT, playing a lead advisor role to the Director of Adult Social Care Operations (Deputy DASS) and the Director of Adult Social Care Strategy & Commissioning (Deputy DASS) and the Adult Social Care Head of Innovation. The role heads up an ASC Transformation Team of project managers and project and programme support officers. The post holder is responsible for leading the transformation, improvement & change across the Adult Social Care - ensuring the suite of projects collectively deliver on desired programme outcomes.

The role's primary functions are to:

- **Lead a transformation team** who will provide project management expertise in their leadership of a range of change initiatives that form part of the ASC Supporting People, Connecting Communities programme
- **Lead the delivery of the ASC Supporting People, Connecting Communities programme**, with accountability to (ASC) Supporting People, Connecting Communities Programme Governance for programme planning, approval and coordination, reporting and effective governance.
- **Act as Lead Advisor to the Executive Director of Adults & Health, and Director of Adult Social Care Operations and Director of Strategy & Commissioning** in the development and delivery of the Supporting People, Connecting Communities Programme.
- **Lead the interface between the SPCC programme and the medium-term financial strategy**, working with the Head of Finance for Supporting People on the financial impacts of the programme on the overall ASC budget
- **Lead the coordination and planning of programme governance** including the SPCC Programme Steering Group.
- **Lead the stakeholder and relationship management** on transformation and change issues with senior officers and elected members
- **Lead the resource management model for the SPCC programme**, brokering and prioritising resources needed for staff & services to drive and deliver change
- **Act as overall strategic link to the communications team** to ensure that there is effective communications in relation to the programme (its objectives, scope, progress and impact.)
- **Create space for Heads of Service** and other stakeholders to think & work differently to test how to tackle issues, and create spaces for people to share & apply lessons learned
- **Support services** to accelerate, embed & scale change, and mobilise residents & organisations to work together to tackle issues
- **Be an active member of the Supporting People Strategy SMT**, providing leadership to the whole strategy team and deputising for the Head of Strategy as needed.

Job Profile – ASC Programme Lead (12-month secondment)

Example outcomes or objectives that this role will deliver:

- Successful implementation of ASC change and transformation, delivering key corporate priorities and outcomes, including cost savings to contribute to the Council's Medium Term Financial Strategy
- Development of innovative and effective change projects as part of the change and transformation programme
- Effective organisational change through the programme management of the overall change and transformation programme
- Sound advice to senior leaders and elected members, influencing the direction and delivery of the change and transformation programme
- Effective participation and engagement with residents and partners in the delivery of the change and transformation programme
- Effective mechanisms that will enable staff, organisations & residents to participate in the development of strategies & projects in an open & inclusive way
- Evaluation frameworks that will enable effective evaluation of strategies, policies and projects that are relevant to the transformation programme.
- A strong approach to lessons learned as part of the closure of change projects within the programme
- Effective resource management of the transformation programme to maximise the contribution of the transformation team to deliver programme priorities
- Effective leadership skills in supporting the personal development of the transformation team to deliver high quality project management support to the programme.

About you

You will have:

- Substantial experience at a senior level of having successfully led and/or managed complex, high-profile and cross-cutting programmes of work
- Expert level understanding of a range of programme and project management methodologies
- Ability to operate effectively in a complex, ambiguous and evolving environment, engaging constructively with internal and external stakeholders with a high level of autonomy.
- Ability to work with internal and external stakeholders of varying seniority and be able to develop new approaches to addressing system and service challenges and build support across multiple stakeholders.
- Strong verbal and written communication skills, capable of adapting an often complex narrative and information to different audiences and settings
- Experience of people management, demonstrating effective skills in line management and development of staff
- Strong skills in prioritisation and balancing competing demands, meeting deadlines and targets, and being appropriately accountable. You will have the ability to balance the impetus towards strategic goals with attention to detail and the pace of progress
- Good level of numeracy and ability to work and interpret service activity data and financial data.

Job Profile – ASC Programme Lead (12-month secondment)

People Management Responsibilities:

The role line manages and/or oversees the work of a team of nine staff ranging from Senior Project Managers, Project Managers, a Project Support Officer and a Policy Apprentice as well as access to other staff members within the wider Strategy Team when they support transformation team work. This involves line managing seven of these roles. They will ensure appropriate learning and development opportunities are available for their direct reports and have input into a service and team wide learning and training offer.

The post holder will report to the Head of Strategy (Supporting People) and be expected to deputise for them as appropriate. They will form part of the senior management team for the Supporting People Strategy Team, the Strategy Family Extended Leadership Team and will also be a member of the Adult Social Care senior management team (SMT).

The post holder will work collaboratively with other members of the Supporting People Strategy Team and the wider Strategy Family to ensure there is appropriate engagement and support for strategic priorities. The role will embrace the ethos of a matrix team approach, where resources are used flexibly to deliver agreed priority areas of work within the Strategy Team to deliver organisational priorities at scale and pace when required.

Working at Camden

- At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't
- As well as working with members of their relevant team, the postholder is expected to develop and maintain effective and constructive relationships with colleagues across the rest of the Supporting People Strategy team, the wider Strategy Family and all parts of the Council, including Council leadership and Heads of Service, as well as other organisations and partners who support the delivery of the aims and ambitions of The Way We Work Programme
- The postholder will need to work some part of each week in the office (5 Pancras Square) as determined in regular discussions with their line manager and project teams. The postholder will also need to engage regularly with their line manager and others to enable the work and assignments to be carried out and build relationships
- Some posts at Camden are politically restricted, which means individuals holding these posts cannot have an active political role. For a list of all politically restricted roles at Camden [click here](#)