**Job Profile Information: Head of Strategy (Communities)**

**This supplementary information for Head of Strategy is for guidance and must be used in conjunction with the Job Capsule for**

**Level 6, Zone 1**

**It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee’s contract of employment.**

**Role Purpose:**

To act as the strategic lead for the organisation in an organisational area (i.e. a Directorate) and a portfolio of work areas, for example those shown in the functional model for the strategy and change service. This includes

* Managing the capability and capacity of strategic resources
* To act as the relationship manager between Strategy and Change and one or more parts of the organisation, for example a Directorate Management Team, a transformation/support/change service.
* Develop, promote and implement strategies and plans that determine the strategic direction of the organisation.
* To develop work programmes, negotiate and allocate resources and manage and monitor large scale/high risk/high value projects and programmes
* To manage complex, multiple workloads, successfully responding to often conflicting demand
* To develop the skills and knowledge of staff working in the service

**Example outcomes or objectives that this role will deliver:**

* Manage, develop, coordinate and provide the resources, expertise and advice required in the area of responsibility to deliver their objectives
* Develop and manage strategic stakeholder relationships
* Monitor, and provide advice and guidance, on the national and local political environment
* Lead and promote innovation within the organisation and with partners
* Asa member of the service management team continually monitor and improve the services offered
* Represent the service and the London Borough of Camden at meetings and on bodies and forums

**People Management Responsibilities:**

The post holder will be responsible for the day to day management of staff.

**Relationships;**

The post holder will be largely self-managing. The post holder’s personal management and development will be carried out within the Strategy and Change service. Day to day management will be by the lead of the project, Director or head of service the post holder may be working to.

The post holder will have lead responsibility for developing and maintaining relationships in one or more of the following areas

* Camden Management Team
* Directorate Management Teams
* Senior Leadership Group
* The Leader of the Council
* Cabinet
* Other council bodies
* Elected Members
* Government departments and bodies
* Partner organisations
* Voluntary and community groups

**Work Environment:**

The post holder may be required to work in a variety of teams and workplaces

**Technical Knowledge and Experience:**

* Substantial experience at a senior level delivering high profile/high risk/high impact strategies and policies
* Substantial experience of coordinating work programmes to deliver priorities
* Experience of managing and developing staff
* Experience of managing resources
* Experience of working at a senior level
* Experience of working in a political environment
* In depth understanding of the role and structures of local government and its relationship with central government and partner organisations

**Camden Way Five Ways of Working**

*In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.*

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

•Deliver for the people of Camden

•Work as one team

•Take pride in getting it right

•Find better ways

•Take personal responsibility

For further information on the Camden Way please visit:

<https://camdengov.referrals.selectminds.com/togetherwearecamden/info/page1>