

London Borough of Camden

Job profile

Position title:	Strategic Commissioner Mental Health & Learning Disabilities
Directorate:	Supporting People
Division:	Integrated Commissioning
Pay level:	Level 5 Zone 2
Reports to:	Assistant Director

Job purpose

The role-holder will take the strategic lead for commissioning the provision of effective and efficient mental health services for the Camden population and aligned to both local and national policy.

The role-holder will be responsible for all aspects of the commissioning cycle for their portfolio area, including planning, developing, contracting, and performance management.

The role-holder will hold the NHS commissioning portfolio and will be required to liaise regularly with Camden Clinical Commissioning Group (CCG) and North Central London (NCL) colleagues.

Main duties and responsibilities

Commissioning

- Manage the delivery of commissioned services, ensuring these are effective, efficient and aligned to the CCG's and Local Authority's strategic objectives.
- Develop and implement commissioning plans, which include clear objectives and outcomes, for priority areas in order to ensure planned outcomes and assurance standards are met.
- Work closely with colleagues across the CCG and Local Authority, as well as service providers, to ensure commissioning activities are integrated and there is a smooth transition through the commissioning cycle.
- Obtain feedback through established mechanisms and channels to assess the quality and effectiveness of services and to identify changes to improve quality and outcomes.
- Work closely with the Lead Commissioner (Islington CCG) and the Commissioning Support Unit (CSU) and attend all contract meetings as required by the NHS standard contract.

- Work closely with the CSU and relevant colleagues to implement changes to contracts to improve quality and/or deliver better value for money.
- Develop and maintain strong working relationships and regular dialogue with relevant Members and clinical leads to ensure their input informs the development of commissioning plans and services, while at the same time ensuring they are kept up-to-date on progress and issues.
- Take a proactive role in delivering the North Central London Sustainability & Transformation Partnership (NCL STP) plan for mental health.
- Work with partners across London to develop mental health initiatives that can be delivered at scale and once for London.
- Manage a team of commissioning managers across the health, social care and the learning disabilities (LD) portfolio, as and when required.
- Deputise for the Assistant Director, as and when required.
- Monitor and manage all budgets relevant to the portfolio, working with Local Authority, CCG and Shared Business Services.
- Develop quality, innovation, productivity, prevention (QIPP) and medium-term financial strategy (MTFS) savings plans in accordance with the needs of the business.
- Provide input to relevant boards and committees to ensure representation of the assigned portfolio.

Please note: All London Borough of Camden employees are expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties.

Work environment

All employees are expected to observe the Council's Health and Safety Policy and safety legislation whilst carrying out the specific duties and responsibilities of their post.

The Council operates a no smoking policy in all of its buildings, which all employees are expected to adhere to.

Working with computerised and manual record systems, you will need to be fully aware of your responsibilities under the Data Protection Act 1998 for the security, accuracy and relevance of Personal Data.

Work context

Policy developments

- To keep up-to-date with relevant policy, professional and user led developments at a national and local level and make use of examples of good practice.

- To contribute as required to responses to government initiatives about the portfolio area.

Working collaboratively

- To work in partnership with colleagues across Supporting People and Camden CCG, other Council Departments, providers and voluntary and community organisations, residents and other relevant agencies, using an approach and methods which make maximum use of skills and experience.
- To support the development of stronger partnerships between providers to deliver a more efficient and joined-up system of health and social care.

Communication skills

- To be responsive to the needs and requirements of individuals and groups involved in the planning process, producing reports, briefing papers and delivering presentations, which are clear, succinct and consider the needs of different audiences.

Valuing diversity

- To ensure the Council's Policy and Valuing Diversity is incorporated into all aspects of the work and, in particular, to understand the implications of equal opportunities policies in all dealings with people with disabilities.
- To ensure that all commissioning addresses differences in outcomes experienced by different equalities groups in the relevant portfolio area.

Corporate and departmental initiatives and projects

- To work on specific Corporate and/or Departmental initiatives or projects as agreed with the line manager.

Development of the team

- To attend team meetings and contribute to team and section responses to corporate and departmental initiatives.

Supervision

- To attend regular supervision sessions with the nominated line manager, which will include the corporate appraisal scheme.

General

- To provide relevant reports and briefings for the Supporting People directorate, CCG, service user groups, other agencies and council members.
- To establish, chair and attend various internal and external working groups as appropriate.

- To undertake any duties of a similar nature commensurate with the grade, as may be required from time to time.
- To contribute to the preparation of strategies and plans, responses to government initiatives and consultations, funding applications, etc, as required.
- Support and implement the Council's Equality and Diversity Policy and vision.
- Assist in carrying out the Council's environmental policy within the day-to-day activities of the post.
- Act as a champion for the portfolio area, promoting awareness and inclusion in all dealings with internal and external partners

The Camden Way

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

1. Deliver for the people of Camden.
2. Work as one team.
3. Take pride in getting it right.
4. Find better ways.
5. Take personal responsibility.

These ways of working enable us to focus our resources to ensure Camden is a place where everyone has a chance to succeed and where nobody gets left behind.

All staff are expected to model the Camden Way at all times.

Qualifications

Essential:

- Education to degree level or equivalent.

Desirable:

- Professional qualification in education, health or social care.
- Master degree or equivalent.

Knowledge

Essential:

- Extensive experience and knowledge of mental health services and provision.
- Extensive experience in one or more of the areas of the commissioning cycle.
- Business case development.

- Data analysis.
- Technical specification writing.
- Procurement.
- Contracting.
- Performance management.
- Extensive experience and knowledge of commissioning.
- Outcomes based commissioning.
- Evidence based practice in commissioning.

Skills

- Ability to take leadership and work collaboratively with a range of people including service users and senior managers in a complex multi-agency environment.
- Excellent written and verbal communication, negotiation and influencing skills.
- Excellent project management skills.
- Ability to use IT systems and conventional systems to manage statistical information and to produce reports for others.
- Evidence of a commitment to and an understanding of diversity and equal opportunities issues and how to implement in practice.
- Flexible and able to work on several projects concurrently, the ability to prioritise and organise workload and maintain the pace across different work streams.

Experience

- Experience of working in a social care, education, health or other agency.
- Experience of working collaboratively and in partnerships across agencies to deliver improved outcomes for residents.
- Experience of writing and presenting policy and strategy to inform others about relevant issues and recommend appropriate future action.
- Experience of successful project management and delivery of agreed outcomes and improved performance within specified timescales.