

Job Profile Information: Prevent Programme Manager

This supplementary information for Prevent Programme Manager is for guidance and must be used in conjunction with the Job Capsule for Job Family: Strategy Policy and Governance Job Level 5 Zone 1

Camden Way Category 4

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:

- The Prevent Programme Manager is a Home Office funded role that is responsible for setting the strategic direction, co-ordinating and delivering Prevent priorities in Camden.
- The post holder will act as a specialist advisor on extremism to contribute to the development of relevant policies and services in this area.
- The post holder will be responsible for the No Place for Hate work programme i.e. raising awareness within the community, improving outcomes for people that report hate crimes, which sits within the Community Safety and Emergency Management Service.
- To lead on work with high levels of complexity or risk – including taking forward government strategies.
- To lead strategy, policy, improvement and transformation in key areas of work across the organisation – including driving and supporting the cross-cutting council-wide outcomes approach.
- To make intelligent use of data and research to measure and understand outcomes, inform decision-making and shape and improve service delivery.

Example outcomes or objectives that this role will deliver:

- Project management of specific Home Office funded Prevent projects including monitoring milestones and completing financial and performance monitoring returns to central government.
- Development of innovative and effective policies and strategies, delivery of major programmes and projects to achieve key corporate priorities and outcomes

- Provide high quality policy advice and analysis to councillors, executive members, officers, and our partners to either address or ensure prevention of extremist activity in the borough.
- Develop, oversee and drive the implementation of the Prevent Delivery Plan, which includes addressing local risks that have been identified and is refreshed annually and presented to the Community Safety and Youth Offending Partnership Board for oversight and governance.
- Develop and maintain effective working relationships with a full range of local and regional partners, including Home Office, police, other local authority Prevent Coordinators, regional HE/FE and regional health Prevent co-ordinators, and all relevant statutory and community partners involved in building resilience to extremism.
- Coordinate local case management of the Camden Channel Panel including supporting the Chair of the panel and facilitating multi-agency collaboration through assisting panel members to develop support plans for individuals at risk of extremism.
- Conduct appropriate due diligence checks where appropriate and necessary on extremism related issues.
- Provide timely information, advice and guidance on extremism and hate crime related issues.
- Work with local communities including businesses, voluntary and community organisations and faith organisations, to strengthen their understanding of Prevent work and their capacity to challenge extremist views and prevent people from being drawn into terrorism.
- Deliver Workshop to Raise Awareness of Prevent (WRAP) training and briefings to internal local authority services, and partner organisations.
- Anticipate and identify the implications of government policy, legislation and other external developments to ensure that the Council and partners are able to adapt and develop appropriate responses.

People Management Responsibilities:

None

Relationships:

The post holder will be expected to develop and maintain relationships at senior levels across the organisation, with elected members as appropriate, partner organisations, government departments and customers as dictated by the projects, roles and tasks they will be carrying out. The post holder will also actively seek to make effective relationships with colleagues across the Strategy and Governance family.

Internal relationships include Community Safety service and services across the council requiring support on extremism and hate crime issues.

External relationships include Home Office, Met Police, Health partners, Probation, Higher and Further education institutions, Schools, Voluntary and community organisations and Faith organisations.

Work Environment:

The post holder will be based in an office environment and may be required to attend evening meetings or other out-of-hours and weekend events on occasion. Where possible, reasonable notice will be given. The post holder may be required to work in a variety of teams and workplaces.

Technical Knowledge and Experience:

- Experience of financial planning and budget management
- Good understanding of government Prevent strategy
- Knowledge of relevant legislation including Counter Terrorism and Security Act and Prevent Duty
- Proven experience of delivering multi-agency projects that have desired outcomes
- Ability to analyse and understand a range of information and data with evidence based solutions
- Customer focused
- Ability to present clear and compelling arguments and complex information verbally and in writing in an appropriate and accessible way for a number of different audiences
- Experience of partnership working at a strategic level
- Experience of delivering session facilitation/training
- Knowledge of services and interventions to reduce the risk of and vulnerability to radicalisation and extremism
- Experience of Strategic Project Management

- Proven ability to work to set deadlines

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 by clicking [HERE](#)

Structure Chart

