

Job Profile Information: Commissioning Programme Manager

This supplementary information for Commissioning Programme Manager is for guidance and must be used in conjunction with the Job Capsule for Strategy, Policy and Governance 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:

- To lead the development of key and complex commissioning work programmes, working across the organisation to transform Camden's care, support and health offer in line with the Council-wide outcomes approach
- To drive forward the implementation of an extensive programme of projects with multiple interdependencies and high levels of complexity and risk, enabling a range of savings projects contributing to public sector savings programmes
- To manage complex service planning and major improvement in line with best practice/ standards and to quantify and realise further savings
- To work in a variety of disciplines and environments across the organisation, Camden Clinical Commissioning Group (CCG) and with external stakeholders to deliver corporate and directorate priorities e.g. Camden's Community Investment Programme (CIP)
- To make intelligent use of data, research and co-production to identify and measure outcomes, shape and improve health and care services, and inform decision-making
- To effectively communicate and champion a complex agenda, generate buy-in and bring internal and external stakeholders on the transformation journey
- To write and present with gravitas business cases and reports, including for significant sums of investment.

Example outcomes or objectives that this role will deliver:

The post holder will work flexibly to deliver the purpose above. Key outcomes will include:

- Ongoing development and implementation of innovative and effective strategies
- Development of successful business cases, and securing of internal and external funding
- Delivery of major projects within a programme of work to achieve key corporate and directorate priorities and outcomes
- Delivery of supported housing developments from business case to service opening
- Quantify and deliver additional public sector savings, including to the Council's the Medium Term Financial Strategy
- Successful engagement with the political and senior leadership of the organisation and Camden CCG, as well as residents and partners as appropriate
- Improved quantity and quality of care and support closer to home for Camden residents, resulting in greater choice and control, enhanced quality of life and wellbeing.

People Management Responsibilities:

This post has no specific line management responsibilities. The post holder will be required to manage resources and working groups of staff/ external stakeholders on the individual projects within the work programme for which they are responsible. The post holder will demonstrate a high degree of leadership and influencing skills.

Relationships:

- The post holder will be largely self-managing with personal management and development carried out within the service.
- The post holder will be expected to develop and maintain relationships at senior levels across the organisation, with elected members as appropriate, Camden CCG, partner organisations e.g. government departments, and residents as dictated by the projects, roles and tasks they will be carrying out.
- The post holder will actively develop effective partnerships with multiple stakeholders, both internally and externally, including with providers, funding bodies and landlords.
- The post holder will actively seek to make effective relationships with colleagues across the organisation, including within adult social care, transitions, housing, finance, legal and CIP, managing internal politics where necessary.

Work Environment:

This a busy role and will require the post holder to be flexible in their approach, as they will be required to work with a variety of teams, external stakeholders and locations within the borough. They may also be required to work additional hours on occasion.

Technical Knowledge and Experience:

You will have experience in working in one or more of these areas:

- Strategic planning, development, implementation and monitoring
- Programme, project and risk management
- Business case development and implementation
- Change management
- Engagement and relationship management
- Data, research, analysis and performance management

Additionally, the post holder would be expected to have experience of/display the following:

- Exceptional communication and report writing skills
- Experience of in working in local government, health and social care
- Experience of working with and reporting to senior leaders
- Ability to inspire confidence in order to deliver project priorities
- Proven work ethic – willingness to go the extra mile
- Ability to work in uncertain and fast-paced circumstances
- A flexible, innovative approach
- Ability to seek and effectively use a wide evidence base to solve challenging problems
- Qualification in a recognised project management or improvement discipline is essential, or experience commensurate with the requirements of this post. A professional qualification in health or social care is desirable but not essential.

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 [HERE](#)

Chart Structure

