

Job Profile Information: Project Manager (Children's Integrated Commissioning)

This supplementary information for Project Manager (Children's Integrated Commissioning) is for guidance and must be used in conjunction with the Job Capsule for Job Level 4 Zone 2

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 work across the children's integrated commissioning team on projects related to the children's commissioning portfolio of work. In particular, the post holder will deliver support to commissioning projects and services related to children and young people with SEND and complex physical health, mental health and/or behavioural needs.
- To manage the development, planning and delivery of a range of projects within an integrated children's commissioning service (this portfolio may change over time responding to the needs of the service).

Example outcomes or objectives that this role will deliver:

The post holder will work flexibly to lead and project manage the successful delivery of improvement and change projects within the integrated children's commissioning service, initially on the following:

- Overseeing a needs analysis of children with complex and additional needs
- Leading on the co-production of the commissioning strategy for children with complex and additional needs, with young people and families; and consultation more broadly, including some social research with families about what has and hasn't worked for them and what would have made the difference.
- Mapping and developing the local market of providers/potential providers for respite, home-based support for young people with challenging behaviour, crisis support etc. And linking in and/or leading some work with other North Central London boroughs in this area.
- Supporting the work of the children's commissioning team with the 'Transforming Care' cohort of young people with learning disability, autism and/or mental health or challenging behavioural needs, including on NCL wide development work

People Management Responsibilities:

The post holder will be line managed by the Strategic Commissioning Manager (SEND).

The post has no line management responsibilities but the post holder will be required to manage staff/resource on individual projects for which they are Project Manager.

Relationships:

The post holder will be required to:

- Communicate and provide complex information to a wide range of internal and external stakeholders in a way that builds understanding and support across health, education and care
- Develop a constructive relationship and dialogue with service users and representatives of parents and carers
- Commit to working and engaging constructively with internal and external stakeholders, including parents, children and young people, on a range of possibly contentious issues.
- Nurture key relationships and maintain networks internally and externally, including national networks and support collaborative working across the all relevant partners
- Assist with public relations and marketing activities.

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 events on occasion; reasonable notice will be given under these circumstances.
- 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.

Technical Knowledge and Experience:

- Relevant professional experience, such as working in health or social care services, commissioning or social work
- Education to degree level or equivalent
- Ability to work collaboratively with a range of needs, senior managers, providers and elected members in a complex multi-agency environment
- Excellent negotiation and influencing skills
- Ability to analyse and evaluate information including needs analysis and to draw conclusions about local needs and how to address them through service commissioning
- Flexible and able to work on several projects concurrently and the ability to prioritise and organise workload
- Proven ability to write and present to inform others about relevant issues and recommend appropriate future options
- You will have experience of project managing and managing the commissioning cycle
- Qualification in a recognised project management or improvement discipline or experience commensurate with the requirements of this post.

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

Structure Chart

Children's Integrated Commissioning Team

