

Job Profile

Job Title: Project Manager

Job Grade: Level 4 zone 2

Salary Range: £41,952 - £48,663

About Camden

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. We're not just home to UK's fast-growing economy, we're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. You will be able to play a role in helping to develop a better future for our children, young people and their families. The project manager role is based in the Children's Integrated Commissioning team working across health and the local authority. The team works together with children, young people and their families to commission high quality services that are co-ordinated, proactive, accessible and safe. We have developed the Closer to Camden commissioning strategy which is focussed on improving outcomes for children with complex needs. The overarching aim of the strategy is to reduce the number of children and young people aged 0-25 with highly complex needs in residential schools out of the borough. Where possible, we believe that every Camden child and young person with complex needs should be able to access the support they need in the community near where they live. Our priority is to enhance local provision to add more choice and flexibility and reduce reliance on the out of borough schools. The project manager role will be contributing to the improvement of outcomes through the development and implementation of the strategy.

About the role

- 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.
- 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 - this portfolio may change over time responding to the needs of the service:
- Project manage the implementation of the Closer to Camden commissioning strategy for children with complex needs
- Lead on the development of the different strands of the commissioning strategy such as demand forecasting and modelling for the complex needs cohort
- 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.
- Working with other LA colleagues on predicting how many school places are required for children with SEND

About you

- Relevant professional experience in children services such as working in health or social care services, commissioning or social work
- Ability to work collaboratively with 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

Work Environment:

- The post holder will be expected to work from the office environment and from home where possible, dependent on government advice and the Council policy. Prior to the pandemic this role was office based. The post holder 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.

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 of children and young people with complex needs
- 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 all relevant partners
- Assist with public relations and marketing activities.

Over to you

We're ready to welcome your ideas, your views and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to hear from you.

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the

application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,