

# Director of Children's Services

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# Introduction from the Chief Executive

## Dear Candidate,

I am delighted that you are interested in exploring more about our vacancy for the role of Director of Children's Services.

This is a unique opportunity. It is literally unique, because Wandsworth has not previously held an open competition for the role of Director of Children's Services. Opportunities at this level rarely arise in Wandsworth, and we anticipate that the successful candidate will make a substantial contribution to the lives of children and young people and to the work of the council at a corporate level.

Wandsworth is one of London's largest and fastest growing boroughs. With a population of 323,000 and a child population of 60,000, the borough is one of the most popular parts of London in which to live and raise a family. Wandsworth schools are constantly rated amongst the best in central London, with 92% being good or outstanding. The Office for National Statistics reports that Wandsworth's economic productivity is the highest of any local authority in the UK, at 76% above the UK average. Apple moves its UK headquarters into the borough at Battersea Power Station in 2020.

You will step into a borough of aspiration, growth, and opportunity. Wandsworth's outstanding transport connections – including Clapham Junction station and a tube extension currently under construction that reduces the journey time to the city and West End to 15 minutes – means our future growth and dynamism are assured.



This is especially relevant to the position of Director of Children's Services, because we want all children and young people in the borough to benefit from living in one of the most enterprising, creative and dynamic parts of our capital city.

Nevertheless, you will also find all the challenges of inner London. We have our share of the deprivation and inequalities that so often drive family breakdown, domestic violence, drug and alcohol problems, mental health problems, gang, and knife crime. Demand on our children's services has grown dramatically in recent years, and at times we have struggled to maintain the consistency of high standards that we always seek.

There is a big job of work to do here to bring all parts of the council together with our partners in health, police, schools and the voluntary sector to provide the best possible services to our children and young people. Our journey of improvement and achieving maximum value for money is underway, but by no means complete. The good news is that you will be well supported by our highly skilled and experienced workforce, elected members and your colleagues across the council.

We seek an inspirational Director of Children's Services who will provide the motivational leadership to our large workforce, partners and children and young people to ensure that all the borough's young people benefit from living in this amazing location.

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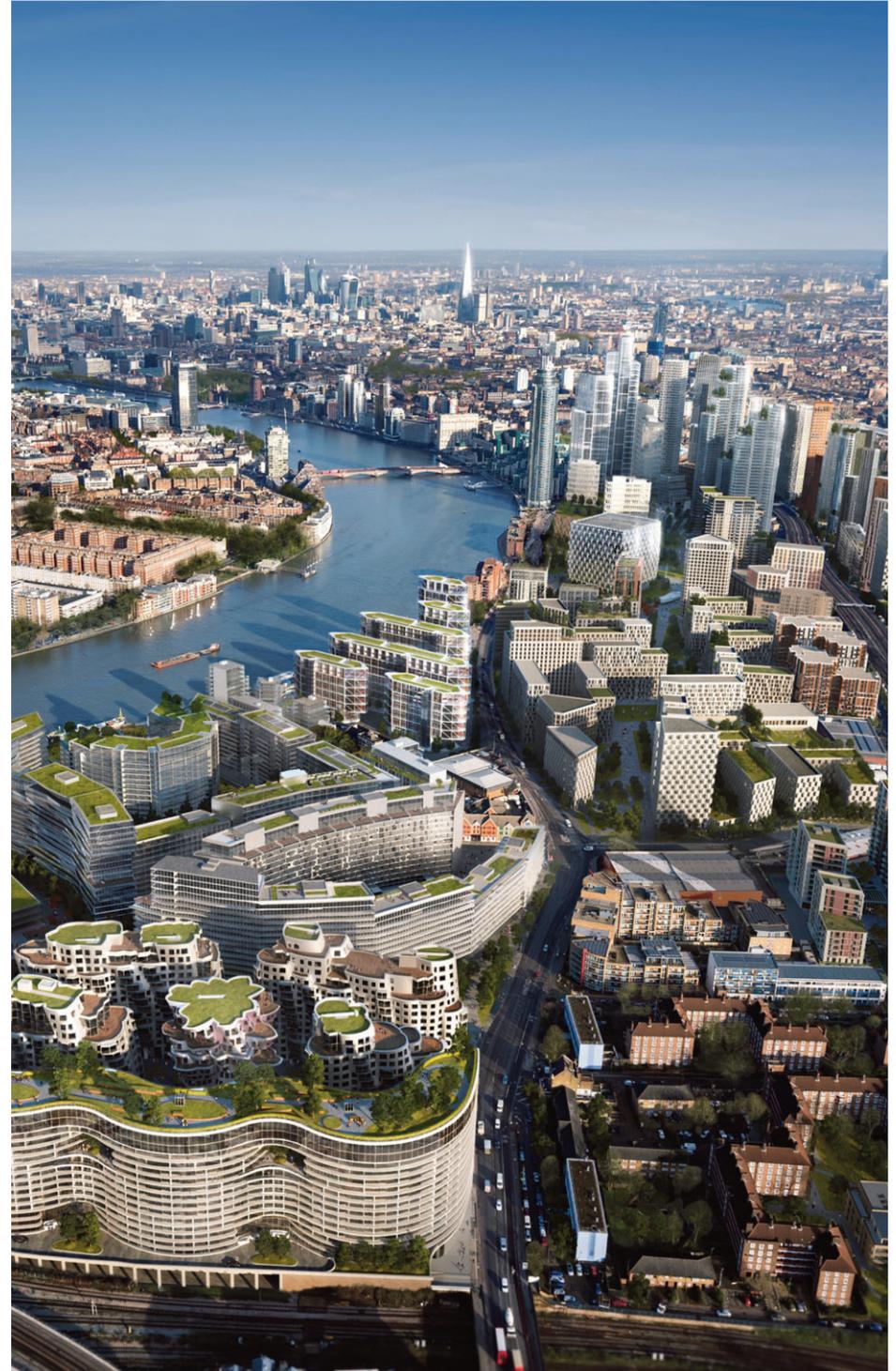
You will operate in a context that values teamwork and learning with others, including a close partnership with our neighbours at the London Borough of Richmond with whom we work closely in a shared staffing arrangement. Children's Services in Richmond are delivered through a separate organisation, Achieving for Children, with whom we work closely. Your openness to learning from others and applying this in Wandsworth will be a hallmark of your leadership approach. Over time, you will have the opportunity to innovate and achieve wider recognition for the work you have led here.

I have held the position of Chief Executive at Wandsworth for nearly nine years, and can assure you that the corporate commitment to children and young people's services is exceptionally high here. Members at all levels provide strong political leadership, at the same time as understanding, respecting and valuing the roles of professional officers. It is a challenging, stimulating and rewarding place in which to work.

Finally, we're looking for someone who can rise to the challenge of being the leader of the whole Wandsworth public service system that is in place to support children and young people, and indeed will work with the private sector as well to ensure that all parts of our community and economy play their part. If that's you, we look forward to receiving your application.



Yours sincerely,  
**Paul Martin**



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# Guidance on completing an application

## This guidance contains important information to help with your application:

- Please apply by submitting a CV and supporting statement aligned to the job description/person specification. Please keep your supporting statement to a maximum of 4 pages.
- Please ensure all gaps in employment and education history are fully explained on your CV - we may wish to verify this information during the recruitment process.
- Please let us have details of two referees – we will only approach referees with your consent.
- Please make sure you complete your application by the closing date as outlined below. We are unable to accept applications once long listing for the post has begun.
- Following long listing you will be contacted directly by Human Resources to update you on the status of your application.
- The following timetable sets out key dates in our recruitment process for this role. Please ensure that you mention in your covering letter if any of these dates present you with a problem.



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### Key recruitment activityDates

<b>Closing Date</b>	Monday 6th May 2019 – Midnight.
<b>Long-Listing</b>	W/C 13th May 2019
<b>Technical Interview and Young People Panel</b>	Friday 24th May 2019
<b>Members Panel Interview</b>	Monday 3rd June 2019

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Please note that these dates are only indicative at this stage and could be subject to change.

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# Job profile, job description & person specification

## Director of Children's Services

**Salary:** range: £148,584 - £190,800

**Job purpose:** To lead Wandsworth Council's Children's Services Directorate. In addition, to contribute to the leadership, vision, transformation and strategic direction of Richmond and Wandsworth's Shared Staffing Arrangement (SSA).

### Specific duties and responsibilities

- The post holder has the responsibilities of the statutory Director of Children's Services as defined by the Department for Education. As a key part of this to take responsibility for ensuring that the Council acts fully and appropriately in its duty as Corporate Parent.
- To accelerate the rate of progress in Wandsworth by leading change, both inside and outside the Children's Services Directorate, so that a culture of continuous and ambitious improvement is embedded and leads to a transformation in the quality of life of children, young people and their families.
- Provide clear, visible and motivational leadership to the Children's Services workforce.
- To oversee all Children's Services activities with robust financial plans to ensure services are effectively delivered on time within the approved resources.
- To lead the development and delivery of effective partnership arrangements with all key partners and agencies in delivering our ambitions for children and young people.
- To review the impact of national and local policies and develop strategic responses in order for the Council to consistently meet its statutory obligations.
- To be responsible for the performance of local authority functions relating to the education and social care of children and young people and ensuring that effective systems are in place for discharging these functions, including commissioned services.
- To work in partnership with head teachers, school governors and academy trusts and others, including the Dioceses and the Regional Schools Commissioner, support the drive for high educational standards for all children and young people, paying particular attention to the most disadvantaged groups, achieving top quartile performance in educational outcomes and progress.



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- To ensure effective child protection systems, ensuring that professional leadership and practice is robust and can be challenged appropriately on a regular basis. Developing and delivering appropriate strategies offering early help and prevention, in conjunction with partners.
  - To develop effective early intervention and prevention strategies to empower children and their families to make changes that improve their outcomes and lived experiences.
  - To support the Council's Executive and Scrutiny by acting as principal advisor on all aspects of strategy and service provision for children and young people. As a key part of this, to build a strong relationship with the Cabinet Member for Children's Services and other elected Members.
  - To promote and develop good working relations and collaborative arrangements with relevant third parties, including private, voluntary and other public and internal and external organisations.
  - Ensure that the Council's overall vision and strategy has an appropriate focus on improving outcomes for children, young people and their families, and that senior officers understand their corporate role in delivering improved outcomes for the children and young people.
  - Contribute to the corporate leadership and management of the Council as a whole, leading, planning and delivering the Council's and the Shared Staffing Arrangement's corporate strategic priorities.

Wandsworth Council will keep its structures under continual review and as a result the post holder should expect to carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the post. This post holder will also be expected to take a leading role in keeping services under review.



#### **Additional information**

This is a politically restricted post as required by the Local Government and Housing Act 1989.

#### **Key dimensions:**

Responsible for the leadership and delivery of Children's Services for Wandsworth

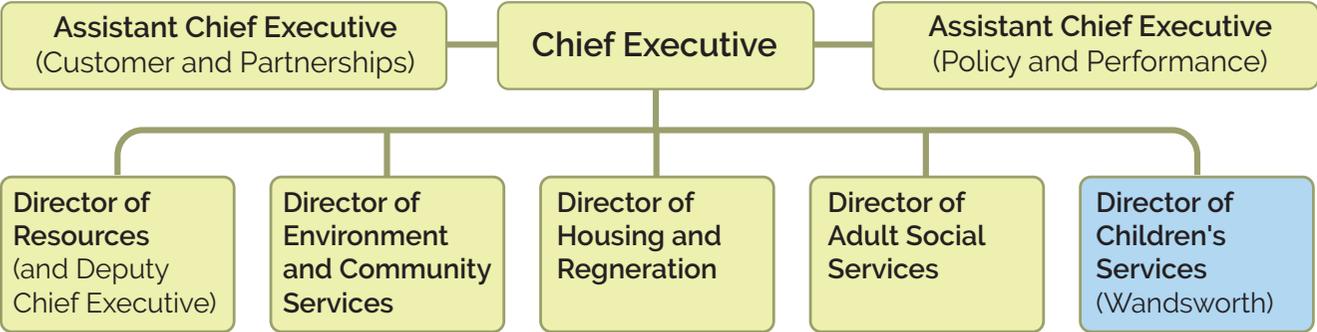
Responsible for service revenue budgets of approx. £90 million and Dedicated Schools Grant of £228 million before academy recoupment.

Oversees a workforce of over 450 staff excluding school staff.

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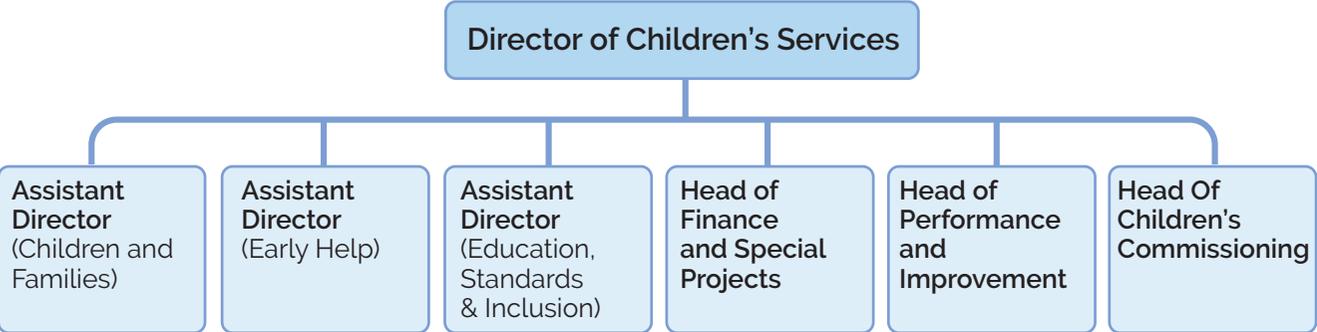
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# Current Chief Officer structure



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# Current Directorate structure



# Our values and behaviours

All managers will be expected to demonstrate exemplary leadership attributes in the example they set in work ethic, integrity and building a climate of trust and respect.

The ability to be alert to political expectations is essential, along with a well-informed understanding of statutory requirements, resident expectations (and the particular approaches of the Council in this

regard) and innovative approaches to service delivery. The borough places a high value on effective teamwork, staff engagement, openness and productivity.

The ability to recognise the needs of diverse communities, and to incorporate the values of aspiration and achievement for everyone, are essential attributes for success at this level.

<b>Requirements</b> You will need to demonstrate how you meet the criteria and you should consider how you will assess this during the selection process: <b>A</b> - Application (for shortlisting) <b>I</b> - Interview <b>T</b> - Test <b>C</b> - Certificate (original evidence)	Assessed by <b>A &amp; I/T/C</b>			
<b>Knowledge and Experience</b>				
Significant experience at a senior level within Children's Services including developing high quality services	<b>A</b>	<b>I</b>		
Demonstrable experience in developing, recommending and leading strategic initiatives and policies in a complex environment of similar scale and scope in a public sector setting.	<b>A</b>	<b>I</b>		
A proven ability to challenge others respectfully and constructively, driving colleagues' performance through coaching/mentoring skills.	<b>A</b>	<b>I</b>		
A track record of successfully leading change and delivering positive outcomes in a challenging environment	<b>A</b>	<b>I</b>		
Experience of managing conflicting demands and priorities in a large and complex organisation.	<b>A</b>	<b>I</b>		
Evidence of understanding and delivering system leadership and thinking.	<b>A</b>	<b>I</b>		
Evidence of providing effective leadership and change programmes.	<b>A</b>	<b>I</b>		

<b>Skill</b>				
Demonstrable strategic achievements in a complex environment of similar scale and scope in a public sector setting.	<b>A</b>	<b>I</b>		
Ability to work collaboratively and effectively with partners to deliver key objectives.	<b>A</b>	<b>I</b>		
Ability to work across complex systems and simplify often complex solutions.		<b>I</b>		
A proven track record of leading colleagues to achieve significant sustainable service improvements and outstanding results in a diverse environment.		<b>I</b>		
Excellent oral, written and presentation skills, including providing clear and concise messages under media and public scrutiny.	<b>A</b>	<b>I</b>		
Highly developed and persuasive influencing, negotiating and interpersonal skills to influence decision-makers and stakeholders at the highest level.	<b>A</b>	<b>I</b>		
Ability to foster a climate of determination and creativity, to address challenges, achieve continuous improvement and resolve problems.	<b>A</b>	<b>I</b>		
A high degree of political awareness, sensitivity and commitment to working closely with all councillors, local organisations and communities.	<b>A</b>	<b>I</b>		
A successful track record in delivering and managing the delivery of significant budgets, contract, and schemes.	<b>A</b>	<b>I</b>		
<b>Qualifications</b>				
Educated to degree level or equivalent and/or a relevant professional qualification.	<b>A</b>			<b>C</b>
Evidence of continuous professional development.	<b>A</b>			<b>C</b>
<b>Other Requirements</b>				
Commitment to equality and diversity and an understanding of how this applies within the remit of the role.	<b>A</b>	<b>I</b>		
Good standard of resilience to handle the demands of the post, including evening meetings and other out of hours commitments.	<b>A</b>	<b>I</b>		

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# Terms and conditions

The information offered in this document is supplied in good faith but does not in itself form any part of the contract of employment.

**Appointment Term:** This post is offered as a permanent appointment.

**Working Arrangements:** This role is available on a full-time basis.

**Location:** The post is based in Wandsworth but travel around the UK, with occasional overnight stays, may be necessary on an occasional basis.

**Remuneration:** £148,584 - £190,800 The successful candidate will receive a salary within this range, depending on their knowledge, skills and experience.

**Annual leave:** 31 days plus public holidays.

**Pension:** The appointment will be pensionable from the outset. The Local Government Pension Scheme (LGPS) offers a range of retirement benefits, plus financial support for your dependents should anything happen to you.

**Relocation:** A relocation package is available for candidates that live outside of London. For further information on relocation, please contact Jason Wisniewski (Human Resources) on 020 8871 6197 or email: [Jason.wisniewski@richmondandwandsworth.gov.uk](mailto:Jason.wisniewski@richmondandwandsworth.gov.uk)

**Family friendly schemes:** Enhanced maternity, paternity, and adoption leave schemes and childcare vouchers - save around 30% on tax and national insurance contributions.



**Conflict of interest:** If you or your spouse have any business interest or potential conflict of interest with the activities of the Council you are asked to declare this during pre-employment checks. For further information please contact Jason Wisniewski (Human Resources) on 020 8871 6197 or email: [Jason.wisniewski@richmondandwandsworth.gov.uk](mailto:Jason.wisniewski@richmondandwandsworth.gov.uk)

**Disclosure:** This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).

**Right to work:** We have a statutory responsibility to ensure that everybody we employ is legally permitted to work in the UK, under Sections 15 - 25 of the Immigration, Asylum & Nationality Act 2006. If you are not a UK national or from the European Community (EC) or European Economic Area (EEA), you will require permission to work in the UK.

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