

Job Description

Post Title: Senior Delivery Manager for Health, Economy and Employment

Directorate: Employment, Skills, Health and Communities

Reports to: Head of Health and Communities

Direct Reports: 3

Salary Band: 48-52

Key Relationships: WMCA Economy Skills and Communities Directorate, Cross-WMCA Directorates, Local Authority Public Health Teams, Office of Health Improvement and Disparities, Local NHS Integrated Care Systems

Role Purpose

This senior role will be placed in the Economy, Skills and Communities Directorate within the Health and Communities team where our mission is to make West Midlands a healthier place to live. This role will be responsible for delivering an ambitious programme of work which includes providing strategic leadership to our Thrive into Work and Thrive at Work programmes, implementation of a health in all policies approach within our skills and employment initiatives, as well as leading on work that uses economic growth as a means to healthier communities, this includes leading relationships within the WM5G and their work in digital health, health technology and Smart City Region, and work on digital and data initiatives in the health devolution deal when the opportunities arise. You will have a background in policy analysis and management at a senior level, understand the dynamics of a combined authority function, and understand how wider determinants of health can be improved using a combined authority, especially through employment and economic growth. You will be a key senior member of the Health and Communities team and work closely with other senior delivery managers in the team and together support the team and the directorate make a meaningful impact in improving the health of the region.

Responsibilities

As Senior Delivery Manager for Health, Economy and Employment, you will:

- Play an integral role in the Health and Communities senior team, supporting the Head of Health and Communities as required and working with counterpart Senior Delivery Managers towards our team and wider Directorate missions
- Provide strategic leadership to the Thrive into Work programme

- Provide strategic leadership to the Thrive at Work programme
- Manage and maintain the senior level relationships within the Health and Care system and with national colleagues at DWP around health and work
- Further develop a 'health in all policies' approach across the WMCA work on employment, skills and economic growth
- Develop and manage relationships with WM5G and other HealthTech and Digital Health colleagues in the health system
- Secure additional resource where applicable and line-manage project-related staff, you will have three direct line reports at the time of appointment
- Draw relevant connections across the WMCA and wider, as appropriate, for efficiencies and mutual gains in addressing health inequalities
- Identify emerging debates in the health inequalities arena, especially related to employment and health and economic growth and health, and contribute towards thought leadership in this space
- Respond to national consultation exercises where impactful and local consultative activities where relevant
- Ensure transparency and provide accountability to the Wellbeing Board as required
- Exercise sound budgetary control in programme planning and implementation
- Contribute ideas and creativity to drive forward the work of the Combined Authority within health
- Provide accurate and up to date monthly progress updates on programmes you manage to the Head of Health and Communities
- Write and contribute to detailed reports, effectively capturing all required updates, including briefings & Wellbeing Board Reports
- Support the Head of Health and Communities and deputise where appropriate

The duties and responsibilities in this job description are not exhaustive and the jobholder may be required to undertake other duties within the general scope of either the level or nature of the post

Person Specification

<i>Please specify (X) whether the experience required is Essential (E) or Desirable (D)</i>			Assessment Method		
Experience	E	D	App*	Int**	Othe r***
Experience of work employment and health, economy and health, health inequalities and/or related policy areas	E		x	x	
Experience of researching complex issues	E		x	x	
Experience of working within local or regional government	E		x	x	
Experience of working with and analysing health intelligence and data		D	x	x	

Experience of writing reports and preparing briefings in a policy environment	E		x	x	
Experience of working effectively with a variety of internal and external stakeholders to achieve and communicate shared goals	E		x	x	
Experience of leading and delivering health related programmes and/or policy areas	E		x	x	
Experience of managing and leading teams towards a shared outcome		D	x	x	
Experience in developing project delivery plans, ideally within a regional context		D	x	x	
Experience of contributing to conditions for learning within and across organisations		D	x	x	
Skills/Knowledge/Abilities	E	D	App	Int	Othe r
Knowledge of health and care system and understanding impact of wider determinants of health	E		x	x	
In depth understanding of the main healthcare, public health and employment challenges, public health and economic growth agendas and their significance	E		x	x	
Understanding of the main agendas relating to regional tier working and their significance particularly for working within a Combined Authority function		D	x	x	
Excellent written skills, with the ability to accurately summarise and convey complex information	E		x	x	
Excellent oral and influencing skills, with the ability to give clear advice and advocate for issues.		D	x	x	
High political and commercial awareness, with the ability to exercise discretion, judgement and confidentiality		D	x	x	
Ability to deal with politicians and key stakeholders at every level, and work in partnership and across boundaries to achieve results	E		x	x	
Excellent organisational skills, with the ability to prioritise work to meet deadlines	E		x	x	
Ability to exercise discretion and operate in confidence when dealing with officers and politicians and to demonstrate political neutrality at all times		D	x	x	
Ability to use research and analysis to help identify and/or resolve complex issues and challenges.	E		X	X	

Experience of project management, monitoring and reporting		D	X		X
Ability to work independently as well as a member of a cross-functional team	E		X		
Can exhibit the core values of the WMCA.	E		X	X	
Qualifications/ Professional Memberships	E	D	App	Int	Other
Relevant degree in health or policy analysis or significant comparable experience	E		x	x	

* Application

** Interview

*** Details will be shared at interview stage

Core Expectations

Our culture is underpinned by what we do and how we do it. Our behaviours outline the ways we need to work to deliver success, become truly inclusive, and make the organisation somewhere where everyone can give their best contribution.

Value	Competency	Behaviour
Collaborative	Team Focused	Works as part of team, managing and leading.
	Service Driven	Customer, resident and partner focused.
Driven	Empowered & Accountable	Takes ownership and leads when needed.
	Performance Focused	Ambitious and going the extra mile.
Inclusive	'One Organisation' Mindset	Believe in each other's expertise.
	Open & Honest	We do what we say we are going to do.
Innovative	Forward Thinking	Embrace change and open to new possibilities.
	Problem Solving	Go for clear and simple whenever possible.

Health and Safety

All employees have a duty to take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work; and co-operate with their employer so far as is necessary to enable it to successfully discharge its own responsibilities in relation to health and safety.

Equality and Diversity

To promote and champion equality and diversity in all aspects of the role

Learning and Development

To participate in and take responsibility of any learning and development required to carry out this role effectively.

Performance Management

To actively engage in the performance management process and take responsibility for managing performance outcomes.

GDPR (General Data Protection Regulation)

To ensure the reasonable and proportionate protection, processing, sharing and storing of WMCA information in accordance with the relevant legislation, corporate policies, and in the best interests of the data subjects (Data Protection/GDPR), the WMCA, our partners, and the West Midlands, in all aspects of the role.

Other

There may be a requirement to work outside normal office hours on occasion to meet work deadlines, give presentations, attend meetings etc., including a requirement to work within stakeholder and partner offices within the WMCA Constituent area on a regular basis