

**JOB DESCRIPTION**

**Job title: Director of Violence Reduction Partnership**

**Grade:** 14

**Directly responsible to:** Deputy Chief Executive

**Directly responsible for:** Various senior posts but not restricted to including; Head of Delivery & Head of Programme Management

**Location:** Office of the West Midlands Police and Crime Commissioner, Lloyd House, Birmingham

**Job Purpose:**

This is a key role reflecting the partnership between Office for Health Improvement and Disparities, the 7 Local Authorities, Integrated Health Boards and the broader health economy and Policing to lead the continued development of the Violence Reduction Partnership in the West Midlands, bringing together partners and agencies to ensure close collaboration and develop shared outcomes.

To provide strategic leadership, vision and direction to and for the Violence Reduction Partnership.

**This is a politically restricted post.**

|  |
| --- |
| **Main duties and responsibilities:**  Take the lead role in ensuring the VRP is fit for purpose, effectively responding to needs and managing and adapting within a dynamic political environment.  To work with and for communities to understand and make a sustained impact on violence, vulnerability and exploitation prevention and reduction.  Engage partners from public, voluntary, private and academic sectors to draw on expertise and to secure buy-in to and from existing governance and delivery structures.  Lead the VRP team to design, develop and implement strategies and plans which support the development and delivery of activities to prevent and reduce violence, vulnerability and exploitation in the West Midlands.  Provide strategic advice, guidance and evolving support to the VRP Strategic Board, building on the existing blueprint of collaboration around violence, vulnerability and exploitation.  Provide clear and visible leadership and direction to support the delivery of key priorities and objectives of the VRP.  Act as the lead strategic adviser to the VRP and the PCC providing independent, timely and expert advice, identifying and progressing matters requiring decision, scrutiny and/or action.  Continually develop and review the VRP activity and operations to ensure an effective and efficient organisation is in place to support priorities and business objectives.  Ensure knowledge management is developed, implemented and embedded within the VRP to add value to effective decision making.  Ensure that efficient strategies, plans and mechanisms are in place to commission services to support delivery of priorities.  Oversee, manage and implement all aspects of commissioning to include shaping and influencing commissioning outcomes.  Enable good community engagement across the region, to shape a momentum that violence is unacceptable.  Ensure that monies are allocated in a way that maximises outcomes and builds resilience in West Midlands communities.  Develop and support an effective engagement policy by creating and sustaining a constructive, ongoing relationship with the diverse communities of the West Midlands, collaborating with and enabling local stakeholder networks.  Ensure the provision of an effective and co-ordinated media and communications strategy along with a community engagement service to enhance public understanding and awareness of the VRP.  Engage with and respond effectively to the diverse communities of the West Midlands.  Know and understand the political arena (international, national, regional and local) and work collaboratively with Parliament, Senior Civil Servants, MEPs, MPs and Councillors to achieve political objectives.  Build and maintain constructive relationships with key stakeholders, including West Midlands Police, Office for Health Improvement and Disparities, Local Authorities and West Midlands Combined Authority, NHS England, Education, Probation, Prisons, Integrated Care Boards and relevant voluntary sector organisations. |
| **Other responsibilities:**   * Champion, spokesperson and ambassador for and on behalf of the VRP * Lead link officer for VRP Strategic Board (non-statutory body) * Champion, promote and embed collaborative working within the VRP and across all partnership arrangements locally, regionally and nationally * Lead and develop an effective cross sector team that expands on relationships * Take personal responsibility for personal and professional development of staff and maximise own resources in a way which reflects the values of the OPCC * Ensure all policies, procedures and practices are developed, maintained and reviewed * Ensure compliance with all policies, procedures, practices and statutory obligations * Undertake additional duties as are reasonably commensurate with the level of the post.   **Special conditions**   * This post is politically restricted * The role will require some out of hours working * Security clearance |

Person Specification

|  |  |  |  |
| --- | --- | --- | --- |
| **FACTORS** | **ESSENTIAL** | **DESIRABLE** | **HOW IDENTIFIED** |
| Qualifications/Membership of Professional Bodies | * A good quality, relevant Degree or equivalent | * Post Graduate/Management qualification e.g. MBA * Project management training/qualification (e.g. PRINCE or similar) | Application form |
| Experience | Significant experience (at least 5 years) of:   * working in a political environment * senior leadership experience in a complex environment * experience of defining and delivering collaborative outcomes, ideally in a related area of business * leading the development, review and implementation of policies and strategies in the public sector * proven track record of leading and managing complex projects and programmes * responding to environmental factors that impact the strategic decision making of complex organisations * leading, developing and building effective networks and excellent working relationships at the strategic level across a range of organisations and agencies * managing and overseeing complex budgets * presenting constructive critical challenge at the highest level * managing others to achieve excellence | Experience of:   * Ensuring effective scrutiny of performance regimes within complex organisations | Application form  Interview |
| Knowledge and skills | * Detailed knowledge of the public health approach to violence prevention. * Excellent understanding of what good community engagement and power sharing in the context of violence, vulnerability and exploitation prevention is. * Detailed knowledge of the risk and protective factors in violence prevention and reduction. * Detailed understanding of the key types of violence, vulnerabilities and exploitation in the West Midlands. * Knowledge of the emerging and best practice evidence in reducing and preventing violence, vulnerability and exploitation. * Detailed knowledge of relevant legislation * Knowledge and understanding of the Equality Act 2010 * Knowledge of current issues facing the public sector and policing * Knowledge of business planning approaches * Detailed understanding of data quality, information management and information governance * Ability to construct coherent arguments and articulate ideas clearly to a range of audiences, formally and informally using a variety of techniques * Ability to work in a pressurised environment and manage competing priorities whilst delivering on a range of projects and adapting to changing circumstances and priorities * Highly developed leadership and management skills * Effective communicator with the ability to engage with a range of diverse audiences * Exceptional writing skills * Proven negotiating, influencing and persuading skills * Highly developed strategic thinking and analytical skills * Ability to utilise a full range of standard office IT software/packages * Inspiring and motivating others to achieve * Proven track record of political astuteness |  | Application form  Interview  Test |
| Personal Qualities | * Inspirational leader * Collegiate, collaborative and considered * Proactive ‘self-starter’ * Ability to seek out innovation and creative solutions * Ability to work on own initiative * Ability to work as part of a team to achieve objectives * High degree of political sensitivity * Promote diversity and racial equality * Commitment to continuous professional development |  | Interview |

Approved by HR Governance Group

Considered and Grade confirmed at WMP Job Evaluation Panel