

Job Family:	Delivery – Operational management	Grade:	10
Job Title:	Team Manager Specialist Public Health Nursing Service	Directorate:	Public Health/Chief Executive's
Date:	15th March 2019	Version:	1:2

Brief Description of job role and department

The post holder will be employed by the London Borough of Sutton but will work as part of the Sutton Health and Care Alliance (SHC). SHC is a partnership of key local health and care providers including The Council, Epsom and St Helier's NHS Trust (ESH), South West London and St Georges MH Trust and the GP Federation. The SHC Alliance was formed so that local health and care providers could work together to deliver high quality health and social care for Sutton residents. The SHC Alliance is already starting to deliver innovative services in Sutton that are providing joined-up care. The first of these is Sutton Health and Care at Home which went live in April 18.

The post holder will work with senior managers in the Sutton Health and Care Alliance to set the strategic vision for children's services in the Borough, promoting interagency working between Health and Local Authority services to achieve the best outcomes for children in Sutton.

The London Borough of Sutton is looking for someone who has operational management experience of children's health services and the ability to lead services through a period of transition. Working both with colleagues within the Council (Early Help, Children's Centres, etc) and with partner agencies (e.g., Epsom and St Helier's NHS Trust), we want children's services to be joined up across organisational boundaries, eliminating duplication and enhancing the offer to the children and families who need it most.

Key aspects of the role:

The post holder will provide management and leadership for the 0-19 Healthy Child Programme in Sutton.

The post holder will work with colleagues across Sutton Health and Care Alliance (SHC) to ensure that services are clinically safe and effective.

The post holder will work with colleagues in the Council to improve collaboration with Early Help services and focus provision on the most vulnerable families and young people in Sutton.

Representative accountabilities

- Apply professional judgement to interpret and apply policies and procedures to meet specific local or service needs.
- Provide day to day management and professional supervision to staff to ensure operational plans and activities are delivered effectively.
- Identify opportunities for the continual improvement of operations in service area in order to deliver cost effective services that meet agreed quality standards.
- Lead small projects and implement changes and improvements within agreed cost, time and quality standards.
- Where relevant manage service level budgets and resources in order to support the delivery of intended outcomes and demonstrate value for money.

Budgetary accountabilities

- Manage devolved budgets and resources in order to support the delivery of intended outcomes and demonstrate value for money.
- Empower and develop staff to operate according to standard financial instructions

Specific accountabilities

- To be responsible for the 0-19 years Public Health Nursing Services for Children (The Healthy Child Programme).
- To develop integrated and flexible services, which are responsive to the needs of the children and families who use the services and are in keeping with evidence based practice and national guidelines(NICE);
- To ensure that all services are delivered with an outcome focused philosophy and to work with and include children, young people, their families and carers in planning and evaluation the services
- To be responsible for demonstrating performance improvement within areas of responsibility.
- Take the lead in delivering on specific performance within the 0-19 services; e.g., UNICEF Baby Friendly services, maternal and teenage mental health services, a healthy lifestyles pathway and the London Borough of Sutton's Early Help Strategy.
- Promote cross boundary and interagency working between health and Local Authority Services promoting the development and use of care pathways and shaping local services to best meet the needs of Sutton's children and families.
- To be responsible for ensuring high standards of clinical practice by implementing the necessary clinical governance arrangements, supported by the training department and by ensuring arrangements are in place for professional development and clinical supervision.
- Deliver a responsive service and ensure that the means of listening to the views of people who use the services and their carers becomes an established part of planning and evaluating services at all levels.
- Promote the recruitment and retention of high calibre staff through effective management practice.
- Develop, motivate and deploy staff with the appropriate skills and competencies to meet the needs of the services and contribute to the development of the local children's workforce strategy.

Role Profile - Details Specific to Job Family

These roles would be regarded as "front line" service delivery roles. Here, role holders are directly accountable for performance, often through the direct control of significant resources or through managed contracts. These roles may also deliver some of their results through collaborative working with co-producers or other third party agencies.

At the lower levels, operational managers may oversee a department or team and at the lowest levels, direct contact with service users will be a common feature of roles in this job family. At the higher levels, they may be in charge of a department, large operational area or the management of significant contracts and may be ultimately accountable for ensuring compliance with statutory obligations.

Role Profile - Details Specific to Grade

Roles will focus on interpreting and applying policies to support local needs. Thinking is focused on specific parts of the Council rather than the Council as a whole and is usually limited to the annual business planning cycle. Will operationalise plans and deploy resources to meet these plans and objectives.

Responsible for managing effective day-to-day delivery of a specific service within clear budgets and standards.

Person specification (knowledge, skills, experience and behaviours required in the role)

Education/Qualifications

- Clinical qualification - Specialist Public Health Practitioner- Health Visiting/School Nursing
- Evidence of continuing professional development

Experience

- Management experience in a children's health setting
- Experience of managing strategic and operational performance
- Experience of effective partnership working
- Experience of service transformation

Skills/Knowledge/Abilities

- Excellent communications, interpersonal and influencing skills
- Ability to lead, develop and motivate staff to achieve high performance and enable creative and innovative ways of working
- Ability and capacity to think widely and openly and the analyse complex problems and develop solutions in a rapidly changing environment
- Able to demonstrate an understanding of specialist public health community nursing services for children and the current issues and challenges
- Ability to understand key elements of change management in relation to changing practice and models of service
- Ability to challenge staff clinical practice and support to improve
- Ability to communicate complex concepts to diverse groups
- Well-developed report writing skills
- Ability to analyse and interpret data and information in order to make decisions, provide reports, make recommendations and changes

Mandatory accountabilities/requirements for all LBS staff:

- Ensure all health and safety standards are adhered to for the relevant work area.
- Apply diversity and equal opportunities policies in the workplace.