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| **Profile Title** | Senior Commissioning Manager | bmbccolb | | | | | |
| **Reports to:** | Head of Commissioning |
| **Employee Management:** | Up to 5 Employees | **Grade:** | 11 | **Profile Ref:** | 61016 | | |
| **Purpose of the Post** | | | | | | | |
| To lead on the development of strategies and the commissioning programmes. Work jointly and collaboratively with partners, providers and communities in order to improve outcomes for people. Lead on the monitoring of contracts and contribute to quality assurance and improvement processes to improve services. | | | | | | | |
| **Responsibilities** | | | | | | | |
| * Lead on a portfolio of programmes to improve outcomes for people in Barnsley. | | | | | | | |
| * Hold portfolio of commissioned services ensuring outcomes delivered on time, to quality and budget taking remedial action where this is not the case. | | | | | | | |
| * Lead on the Monitoring of contracts and contribute to quality assurance and improvement processes | | | | | | | |
| * Ensure national guidance, policies, procedures and pathways are implemented as necessary. | | | | | | | |
| * Ensure the development of outcome focussed service specifications and lead the development and redesign of pathways to ensure commissioned services provide quality and value for money. | | | | | | | |
| * To lead service design work to enable greater cohesion and efficiency from resources. | | | | | | | |
| * Responsible for the development of service specifications in line with best practice, evidence based needs analysis, national and local targets and available resources. | | | | | | | |
| * Be responsible for the monitoring and management of budgets. | | | | | | | |
| * Lead on the development of specified programmes and initiatives. | | | | | | | |
| * Proactively liaise, negotiate, influence and collaborate with internal and external stakeholders including managers, employees, and partnership agencies. | | | | | | | |
| * To work across business units to influence and shape strategies that can have a positive impact of lives / outcomes. | | | | | | | |
| * Promote personal responsibility, Independence and choice within Barnsley so that there is more clarity, greater understanding and expectation of how people can help themselves to be healthy and well. | | | | | | | |
| * Undertake performance management and complex data analysis and interpretation, promoting quality practice and service delivery, ensuring continuous improvement. | | | | | | | |
| * Keep abreast of wider service developments as well as maintain knowledge of local and national regulations, policies and procedures to enhance the service accordingly, to satisfy internal and external demands. | | | | | | | |
| * Responsible for making decisions/recommendations regarding service de-commissioning including management of communication with stakeholders (public) and risk analysis | | | | | | | |
| **Education and Training** | | | | | | **Measure** | **Rank** |
| * Educated to degree level | | | | | | A/C | E |
| * Professional qualification (eg Registered Nurse, Public health professional, Social Worker) or equivalent Commissioning qualification | | | | | | A/C | E |
| * Willingness to undertake the Councils Leadership Programme | | | | | | A/I | E |
| * Project and or programme management training | | | | | | A/C/I | E |
| **Relevant Experience** | | | | | | **Measure** | **Rank** |
| * Significant experience of commissioning, contracting and service planning. | | | | | | A/I | E |
| * Experience of implementing strategies and programmes and achieving measurable outcomes | | | | | | A/I | E |
| * Considerable experience and knowledge of the needs of service user groups. | | | | | | A/I | E |
| * Track record of working successfully collaboratively with partners, agencies and members of the local community, building effective working relationships leading to improved outcomes for the community. | | | | | | A/I | E |
| * Substantial Experience in leading pathway redesign work inclusively with partners and communities | | | | | | A/I | E |
| * Experience of working within a political environment | | | | | | A/I | D |
| * Experience of budget management | | | | | | A/I | E |
| **General and Special Knowledge** | | | | | | **Measure** | **Rank** |
| * Full understanding of NHS , Local Authority and/or schools cultures, structures and policies. | | | | | | A/I | E |
| * Working knowledge of Microsoft applications. | | | | | | A/I | E |
| * Knowledge of the pressures facing local government and the public sector | | | | | | A/I | E |
| * Detailed knowledge of outcomes based approaches | | | | | | A/I | E |
| * Knowledge of commissioning for outcomes | | | | | | A/I | E |
| * Knowledge of Safeguarding procedures and the application of these with regard to commissioning and contracting | | | | | | A/I | E |
| **Skills and Abilities** | | | | | | **Measure** | **Rank** |
| * Excellent communication, negotiation and interpersonal skills with the ability to deal with and influence a variety of internal and external stakeholders. | | | | | | A/I | E |
| * Ability to work at senior levels within an organisation and partnership agreements, sometimes in areas of tension and conflict. | | | | | | A/I | E |
| * Strong organisation and time management skills with the ability to work under pressure, being self-motivated and able to use own initiative | | | | | | A/I | E |
| * Skilled in producing quality documentation including reports, ensuring they are suitable for particular audiences. | | | | | | A/I | E |
| * Successful track record of managing commissioning programmes | | | | | | A/I | E |
| * Skilled in carrying out research and developing strategies, policies and procedures. | | | | | | A/I | E |
| **Additional Requirements** | | | | | | **Measure** | **Rank** |
| * Willing to work flexibly in accordance with policies and procedures to meet the operational needs of the council | | | | | | A/I | E |
| * Willing to undertake training and continuous professional development in connection with the post | | | | | | A/I | E |
| * Work in accordance with the council's values and behaviours | | | | | | A/I | E |
| * Able to undertake any travel in connection with the post. | | | | | | A/I | E |