


Profile Title:	Group Leader	 BARNSLEY Metropolitan Borough Council			
Reports to:	Head of Housing & Energy				
Employee Management:	Up to 11 employees	Grade:	12	Profile Ref:	76514
Purpose of the Post					
Provide leadership and operational management to the Team, assisting with the development and implementation of specific service strategies.					
Responsibilities					
<ul style="list-style-type: none"> To lead on the development and delivery of the Council's ambitions in relation to housing and energy in order to bring about a step change in performance outcomes and to help shape service agenda's to ensure priorities are achieved. To devise practical measures and SMART delivery plans which shape and advance the council's housing and energy efficiency/energy production objectives. To develop strategies and lead, implement and manage programmes which achieve the objectives and outcomes of that strategy. To seek out, and lead on the design, bidding and negotiation to secure external funding and private sector investment opportunities which directly contribute to the delivery of key service outcomes. To work across a broad range of internal disciplines to develop innovative and creative solutions and delivery plans to make improvements. To work in partnership with agents, developers and public, private and voluntary sector partners to advance the service's priorities. To performance manage and monitor programmes and contracts, and to provide intelligence on a range of issues and to input into design and conservation issues which influence delivery and future priorities. To ensure that housing and energy initiatives are developed in such a manner to optimise public health outcomes. Lead on the procurement and contract management of relevant activities, ensuring they are value for money and delivered within available resources in accordance with relevant policies and legislation. Be responsible for ensuring services are delivered in accordance with relevant health and safety regulations, legal requirements, statutory requirements, standing orders and financial regulations. Provide professional advice, guidance and information in relation to the functions of the role. Be responsible for the management of a team of employees, providing direction and co-ordination of workloads, support and guidance, dealing with recruitment, motivation, training, welfare and discipline issues as appropriate. Lead on the development, implementation and review of relevant service strategies, policies and plans as well as contribute to the development of the overall service strategy and other policies which may impact upon the borough. 					

- Maintain knowledge of local and national regulations, and continually critically examine and evaluate service provision, undertaking performance management to promote quality practice and service delivery, utilising available resources and ensuring continuous improvement.
- Undertake any other duties commensurate with the role as requested by management.

Education and Training	Measure	Rank
• Professional or Postgraduate qualification in a relevant discipline	A/C	E
• Membership of a relevant Professional Body	A/C	D
• Willingness to undertake the Councils Leadership Programme	A/I	E
• Professional project management qualification	A/C	D
Relevant Experience	Measure	Rank
• Substantial experience at a senior level in delivering energy efficiency/generation and/or housing improvement initiatives in collaboration with a broad range of public and private sector partners.	A/I	E
• Experience of providing specialist advice and guidance to managers at all levels of seniority, external agencies and other forums on a regular basis.	A/I	E
• Considerable experience of policy and procedure formulation and implementation.	A/I	E
• Experience of performance and contract management issues with partners and private sector developers at director level.	A/I	E
• Experience of budget management.	A/I	E
• Experience of establishing and developing partnerships, including with partners in the private and social housing sectors.	A/I	E
• Able to demonstrate a consistent track record of delivering outcomes aligned to organisational objectives	A/I	E
• Experience in the management and development of multi-functional teams.	A/I	E
• A proven track record of identifying and securing external funding and private sector investment to support delivery of programmes and projects..	A/I	E
General and Special Knowledge	Measure	Rank
• Working knowledge of Microsoft applications.	A/I	E
• Knowledge of the pressures facing local government.	A/I	E
• Strong entrepreneurial, business and commercial acumen.	A/I	E
• A robust knowledge of the housing and energy sectors, an awareness of the challenges engaging the private sector, and an appreciation of the financial instruments to deliver housing improvements and energy.	A/I	E
• Strong knowledge of how housing and energy work can be integrated with, and support the delivery of the council's economic, social and environmental objectives	A/I	E
Skills and Abilities	Measure	Rank
• Excellent communication, negotiation and interpersonal skills with the ability to deal with 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 under minimal supervision.	A/I	E

<ul style="list-style-type: none"> • Skilled in producing quality documentation including reports, ensuring they are suitable for particular audiences. 	A/I	E
<ul style="list-style-type: none"> • Skilled in carrying out research and developing strategies, policies and procedures. 	A/I	E
<ul style="list-style-type: none"> • Ability to effectively manage projects and processes to deadlines. 	A/I	E
<ul style="list-style-type: none"> • Clear leadership, influencing and negotiation skills, and an ability to motivate staff and partner agencies. 	A/I	E
Additional Requirements	Measure	Rank
<ul style="list-style-type: none"> • Willing to work flexibly in accordance with policies and procedures to meet the strategic and operational needs of the council. 	A/I	E
<ul style="list-style-type: none"> • Willing to undertake training and continuous professional development in connection with the post. 	A/I	E
<ul style="list-style-type: none"> • Work in accordance with the council's values and behaviours. 	I	E
<ul style="list-style-type: none"> • Able to undertake any travel in connection with the post. 	A/I	E