**Job Description**

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| **Role Title** | Children’s and Adults Workforce Development Manager  |
| **Role Profile** | Leadership |
| **Service/Team** | Workforce Development CoE |
| **Reports to** | Head of Talent and Business Partnering |
| **Responsible for** | Children’s and Adults Workforce Development teams |
| **Career Grade** | Band N |

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| **Job Overview** |
| This role’s purpose is to support BCP (Bournemouth, Christchurch, and Poole) Council’s Adults & Children’s Services vision of being a learning organisation, where a culture of continuous learning, innovation, and collaboration is fostered, and where we empower our people to grow and develop to reach their potential.  |

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| Key Responsibilities |
| * Lead the Adults and Children’s Workforce Development teams in developing, implementing, and updating a learning and development strategy, informed by the needs assessment and other sources, that enables the workforce to be agile, adaptive, and better equipped with informational and transformational learning resources to achieve critical outcomes at the individual, team, and directorate levels.
* Overall responsibility to manage the end-to-end process of workforce development projects and initiatives, from needs analysis, design, development, delivery, evaluation, and follow-up; ensuring they are delivered on time, within budget, and meet the expected standards and outcomes.
* Provide technical, operational, financial, and managerial oversight to all aspects and tasks of Children’s and Adults Workforce Development teams to meet exceptional standards for quality and timeliness.
* Establish and maintain highly collaborative working relationships with external partners and entities, internal key stakeholders, including the Principal Social Workers and the People & Culture workforce development lead.
* Provide high-level budget and compliance oversight for programs and activities including overseeing procurement activities.
* Lead the teams to deliver and contribute to the curriculum and progression pathways, with a focus on practitioner led learning.
* To lead on the development, implementation and evaluation of social work qualifying and post–qualifying offer to provide good outcomes from these programmes.
* Lead the co-ordination and implementation of the workforce development strategies, supporting talent management processes and initiatives, such as performance management, career development and pathways and succession planning.
* Promote systems thinking principles and understand the inter-relationships between the Directorates and partnerships.
* Lead the development of a culture of curiosity and feedback, where learning from mistakes and successes is encouraged and valued.
* Champion Equality, Diversity, and Inclusion ensuring that these principles are embedded in our workforce strategy and practices, fostering an environment where all staff feel valued and respected, and where diversity is celebrated.
* Evaluate the effectiveness and impact of workforce development activities, using feedback and data to continuously improve the quality and relevance of the offer.
* Collaborate with internal and external stakeholders to identify, source, and leverage best practices and innovative solutions for learning and development that advance the workforce development strategy and outcomes.
* Partner with senior leaders, and subject matter experts to identify learning and development needs and priorities and propose effective and engaging solutions that meet the needs of diverse learners and audiences.
* Coach the teams to stay updated on the latest trends, technologies, and innovations in learning and development, and apply them to enhance our workforce development solutions and practices.
* Assess and prioritise learning activities based on project budget, risks, and mitigations, applying values of accountability, transparency, and efficiency.
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| **Personal Specification** |
|  **Knowledge, qualifications, and experience*** Advanced qualified social worker registered with Social Work England.
* Demonstrated experience and expertise in leading and coaching high performing workforce development teams which deliver successful initiatives, from needs analysis to evaluation, using various methodologies and tools.
* AET level 3 or PTELs qualification in delivering adult learning or significant workforce development experience in a leadership role, that can demonstrate the ability to design and deliver learning opportunities.
* Post Qualifying Social Work Practice Educator or other relevant specialist PQ qualification.
* Excellent understanding of the social care legislative framework, statutory services and safeguarding practices.
* Strong knowledge and understanding of talent management processes and practices, such as performance management, career development, succession planning, and employee engagement.
* Demonstrable experience of embedding EDI into workforce development and learning solutions.
* Strong project management, communication, collaboration, and problem-solving skills.
* Strong facilitation, presentation, and coaching skills.
* Leadership of project teams to deliver exceptional services on time, on scope, and on budget while successfully managing risk and stakeholder relationships.
* Time management and task prioritization, whilst leading the team to produce the highest quality products and services within tight time constraints.
* Cultivating peer-to-peer learning so that capabilities are shared across the teams.
* Commitment to work in a collaborative and appreciative professional environment, and to model strengths-based approaches in the workplace.
* Exceptional ability to build effective working relationships with colleagues, while working in multi-partnership environments.
* Significant experience of leadership within a statutory social services context, that includes the management and interpretation of data as well as quality assurance activity.
* Knowledge and experience of supporting Ofsted/Care Quality Commission reporting
* Professional supervisory and social work qualifying and post-qualifying assessment.

**Personal Qualities & Attributes*** Adaptive, collaborative, and strengths-based leadership style, including cultivating peer-to-peer learning so that capabilities are shared across the team.
* Strategic planning, organization, communications, relationship building, and problem-solving skills
* Ability to work independently and as part of a team, and to manage multiple tasks and priorities in a fast-paced and dynamic environment.
* Ability to work effectively with diverse and different stakeholders, and to adapt to diverse cultures and contexts.
* A willingness to embrace change and innovation.
* A respect for diverse perspectives and experiences.
* Excellent financial management skills .

**Job Requirements*** Enhanced level DBS check
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