

Job Description

Post title	Head of Economic Inclusion and Child Poverty
Grade	SM3
Directorate	Skills, Inclusion and Public Service Reform
Team	Economic Inclusion and Child Poverty
Reporting to	Assistant Director Inclusive Futures
Responsible for	Economic Inclusion and Child Poverty

Job Purpose

To support the development and delivery of the strategies for all aspects of the economic inclusion and child poverty reduction functions for the North East Combined Authority. Overseeing specific service areas, ensuring effective implementation management of day-to-day business operations providing support across the organisation to wider operational delivery of the North East Mayoral Combined Authority's (North East CA's) objectives.

This role requires someone with ability to manage vertically and horizontally across the organisation to ensure the service area is effective and efficient. This role requires strong leadership capability and a good understanding of child poverty and potential ways of tackling the systemic causes of child poverty, as well as wider means of supporting inclusive growth across the North East Combined Authority region.

The successful candidate is someone who is able to instil confidence at senior levels, develop and deliver strategic programmes of work that create opportunities for every child to go on to contribute to the region's economy irrespective of their background, in line with the Authority's policy vision and priorities.

Duties and responsibilities

Leadership and Innovation

- You will be responsible for leading on the development and delivery of strategies in relation to all aspects of the region's goal of promoting economic inclusion and reducing child poverty on behalf of the Combined Authority, in a way which is fully aligned to its Corporate Plan, strategic policy priorities and Organisational values.

- You will be part of the Authority's management team and work directly to the Assistant Director of Inclusive Futures providing subject matter expertise on all areas relating to economic inclusion and child poverty reduction including, but not limited to:
 - The development and delivery of initiatives to support economic inclusion and the foundational economy;
 - Act as Head of Child Poverty Unit, with responsibility for the development and delivery of the regions Child Poverty Action Plan;
 - Supporting the capacity of the community, voluntary and third sectors to contribute to inclusive economic growth;
 - Leading on the development and delivery of a programme of philanthropy, business giving and grant funding to lever in additional funding to support the Authorities work.
 - Significant personal support on the Authority's relationship with the voluntary, community, and social enterprise sectors.
- You will provide a leadership role for the Child Poverty and Economic Inclusion teams ensuring measurable delivery against a set of clear objectives.
- You will work across the Authority to provide strategic advice on all aspect of child poverty and economic inclusion work from policy development through to operational delivery, gaining a close understanding of the Directorates and their operational requirements.
- You will be able to use insight and evaluation to challenge established practices and introduce ongoing service improvements.

Impact on People – (Internal and External Influencing)

- In supporting with the development of strategies for child poverty and economic inclusion you will develop positive relationships with a broad range of internal stakeholders, building and maintaining strong collaborative partnerships. Externally you will be expected to build relationships across our local authority community as well as other combined authorities, government departments, and wider partners and stakeholders.
- You will be responsible for all aspects of stakeholder engagement for the Authority.

Financial Resource Management:

- This role is responsible for overseeing the resources (financial and non-financial) allocated to the Child Poverty and Economic Inclusion functions of the Authority, ensuring that this is managed to achieve effective value for money and clear allocation of resources to deliver against strategic objectives.
- You will lead your team creating a high-performance culture that is aligned to organisational values, behaviours, policy vision and priorities, reflecting best practice and continuous professional development.
- You will ensure that the team is supported and developed throughout.

Organisational responsibilities

- **Communication**

We communicate effectively with our peers, partners and local authorities and work collaboratively to provide the best possible outcomes. Communication between teams, services and partner organisations is imperative in providing the best possible service to the region.

- **Confidentiality**

All members of staff are required to undertake that they will not divulge to anyone personal and/or confidential information to which they may have access during the course of their work.

All members of staff must be aware that they have explicit responsibility for the confidentiality and security of information received and imported in the course of work and in using organisation information assets.

- **Health, Safety and Wellbeing**

We take responsibility for health, safety and wellbeing in accordance with the North East CA Health and Safety policy and procedures.

- **Performance Management**

We promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. You will contribute to the organisation's appraisal processes to ensure continuous learning and improvement and to increase organisational performance.

All members of staff will receive appraisals and it is the responsibility of each member of staff to follow guidance on the appraisal process.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by their manager.

Values and Behaviours

Our values and behaviours are the things that are important to us, individually and as a team. They articulate the way we want to conduct ourselves. Combined, they work together to make us who we are and we use them to anchor all that we do. The North East CA values are:

- Strive for brilliance
- One team
- Drive sustainability
- Make it happen
- Be inclusive

Inclusion, Diversity, Equality and Belonging

We are committed to creating a fairer North East where everyone can thrive with aspirational jobs, new skills, and better homes. All employees are responsible for taking proactive steps to eliminate discrimination, advance equal opportunities and foster good relationships in every aspect of their work.

Special requirements of post

- **DBS**

This post is not subject to a disclosure.

- **Politically restricted**

This post is designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State.

Person specification

Job Title: Head of Economic Inclusion and Child Poverty

The following criteria will be used to shortlist at the application stage and will be further explored at the interview stage.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Degree level qualification 	<ul style="list-style-type: none"> Postgraduate qualification in a relevant area
Experience	<ul style="list-style-type: none"> Proven experience of working at a senior level within the area of economic inclusion. and/ or child poverty Proven experience of working with a wide range of partners and stakeholders from the public, private and third sectors. Proven experience of developing evidence and insight, at the regional level, related to child poverty or economic inclusion. Experience of developing strategies and strategic plans, at the regional level, relating to child poverty or economic inclusion. Experience in developing and delivering substantial programmes of funding and managing significant financial resources ensuring effective value for money and strategic allocation. Track record in measuring the impact of initiatives and programmes, using data-driven insights for continuous improvement. Experience in developing policies at regional or national levels, ensuring alignment with strategic objectives. Proven experience of providing strategic advice to senior leaders, particularly on complex issues. Demonstrable knowledge of wider markets and sectors with the ability to share learning and best practice. Can demonstrate a sustained track record of success. 	<ul style="list-style-type: none"> Knowledge of theory and practice relating to the Foundational Economy. Experience of promoting philanthropy, business giving or of successful bid writing.

	<ul style="list-style-type: none"> • Proven and relevant leadership experience in large and complex organisations • Experience of building, leading and managing a high performing team • Experience of corporate relationship management, including experience in managing corporate relationships with key departments such as the DWP and MCLHG. • Experience in engaging with senior stakeholders and influencing public policy, including briefing senior officials and politicians. 	
Skills and Knowledge	<ul style="list-style-type: none"> • Ability to think strategically within a complex organisation and broader system. • Ability to translate strategies into plans and practice that makes a difference. • Excellent written and verbal communication and reasoning skills, with the ability to influence and persuade senior partners, stakeholders and gain the confidence of Members. • Skilled negotiation skills, experienced with working in a political and unionised environment. • Flexible and adaptable; able to work in ambiguous situations, with agility to react and adapt quickly. • Creative and innovative thinker and keen learner • Knowledge of local government structures, functions and processes and understanding of UK political landscape and policy making processes. 	
Personal Qualities	<ul style="list-style-type: none"> • High level of integrity and professionalism. • Adaptability and willingness to embrace change. • Proactive and results orientated approach. • Committed to the principles of equality and diversity. 	