

Safeguarding Partnership Improvement Project Manager

Grade 10

Our Vision

An innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

Our Outcomes

We want everyone in Staffordshire to:

- Have access to more good jobs and share the benefit of economic growth
- Live in thriving and sustainable communities
- Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

- Ambitious – We are ambitious for our communities and the people of Staffordshire
- Courageous – We recognise our challenges and are prepared to make courageous decisions
- Empowering – We empower and support our people by giving them the opportunity to do their jobs well.

Our Mission

Staffordshire and Stoke-on-Trent Adult Safeguarding Partnership Board (SSASPB) will listen to and empower our communities and support the workforce to keep adults who may have care and support needs in our communities, safe from abuse and neglect.

We will do this through:

Seeking Assurance
Partnership

Prevention of harm

Being Responsive

Engagement

Working in

Being inclusive

About the Service

Staffordshire and Stoke-on-Trent Adult Safeguarding Partnership Board (SSASPB) has been jointly established by Staffordshire County Council and Stoke-on-Trent City Council under the Care Act 2014. Staffordshire County Council employs and supports the SSASPB team under the structure for Health and Care.

This job plays a key role within the wider safeguarding partnership arrangements with responsibility for ensuring the effective delivery of multi-agency activity which supports effective arrangements and responses to abuse and neglect of adults with care and support needs.

Reporting Relationships

Responsible to: SSASP Board Manager

Responsible for: No direct reports

Key Accountabilities:

1. Design, develop and deliver projects to support the delivery of the SSASPB statutory duties, strategic plan, performance framework and delivery plans.
2. Work effectively with the partnership to design and deliver projects that provide assurance and achieve measurable improvements in performance and outcomes for adults through the development of data dashboards and performance framework.
3. Work collaboratively with senior colleagues to ensure a culture of high challenge and support and a values-led approach to change and transformation.
4. Work closely with the project leads to ensure the six safeguarding principles are embedded within SAB delivery plans, leading to improved outcomes, and enhanced partnership working
5. Develop systems and processes to scope, plan, deliver, monitor outcomes and report to subgroups and at Board levels and continue to develop opportunities for the Partnership team.

6. Supporting a dynamic and responsive approach to project management that embraces best practice with a strong focus on people, practitioners, digital and cultural change.
7. Translate priorities into actions through data reporting and draft Project Initiation Documents with clear outcomes, ensuring alignment with strategic outcomes to deliver impactful and measurable improvements across services.
8. Represent and take on delegated responsibilities on behalf of the SAB Board Manager, Independent Chair and SSASPB partnership as required.

Other Information

This post is designated as a casual car user.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

Financial Management

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

People Management

Engaging with People Management policies and processes

Equalities

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

Climate Change

Delivering energy conservation practices in line with the Council's climate change strategy.

Health and Safety

Ensuring a work environment that protects people's health and safety and that promotes welfare, and which is in accordance with the Council's Health & Safety policy.

Safeguarding

Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

Person Specification

A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

Minimum Criteria for Disability Confident Scheme *	Criteria	Measured by
	Qualifications/Professional membership Degree level qualification in project management or similar (preferred) or equivalent experience of performance management.	A
 	Knowledge and Experience - Experience of managing projects within a multi-agency environment, ideally within health and care sector. - Experience of applying business design and project management principles to deliver change and transformation effectively - Significant experience of data management, analysis and reporting - Experience of creating and maintaining effective and influential networks that work collaboratively to shape and deliver better outcomes. - Intellectually curious and a proven track record of innovation and continuous improvement, bringing in new thinking from outside the organisation. - Experience of influencing and delivering service development and transformation to deliver better outcomes and services, ideally within multi-agency settings - Experience of supporting culture change and transformation, ideally within health and care sector - A broad understanding of safeguarding legislation, requirements and themes	A/I

	Skills • Developed communication skills and skilled at influencing and negotiating • An understanding, skills and interest in digital transformation to develop systems and processes that support SAB activity • Values led working style • Collaborative style and approach • Well-developed inter-personal skills that build momentum and trust • A team player with a strong can-do attitude with a focus on delivery • Passionate about designing and improving practice and outcomes for adults at risk	A/I
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*If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview. This scheme will also apply to Care Leavers and Armed Forces/Veterans.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job Centre Plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, braille, another language on cassette or disc, please ask us by contacting Talent & Resourcing Team 01785 278300