

Role Title: Head of Strategy and Partnerships
Salary: £61,469 (pending evaluation & 2024 pay award)
Location: Sir Henry Mitchell House, Bradford
Report to: Director of Strategy and Governance

About Us

Bradford has created a new Children and Families Trust, which has been commissioned by Bradford Council to deliver a wide range of services for children, families and young people on their behalf. The Trust is accountable for determining how outcomes of these services are achieved and for the day-to-day running of commissioned children's services.

This is an important opportunity to renew our approach to delivering the support that Bradford's children, young people and families in need, by renewing services and creating a new organisation. We are bringing the mindset, dynamism and energy of a start-up together with the national expertise and determination of the Trust's Board, senior leadership and our colleagues' practical experiences of providing children's services in Bradford.

As a new organisation, Bradford Children and Families Trust has established our own purpose, vision, and outcomes for what we aim to achieve.

Our vision: For all children and young people in Bradford to be safe and able to realise their full potential.

Our purpose: To provide high-quality services with partners that help safeguard, support and promote the welfare of children, young people and families across the Bradford District.

We will achieve this through continuous improvements in our services and positive collaboration with our staff, our partner organisations.

Role Summary

In this key leadership role, you will be responsible for developing and executing the strategic objectives of the service, being the lead policy adviser for the Trust and focus on building strong relationships with the Council and other key stakeholders whilst ensuring a timely and effective information flow.

You will play a pivotal role in shaping the direction and vision of the Trust by leading delivery of the Business Plan through developing and implementing effective strategies, policies, delivery plans and communications. As the Trusts Head of Strategy and Partnerships, you will lead the Trust the development and delivery of the Trusts Annual Planning Cycle.

A key responsibility will be to ensure robust analysis of complex issues, provide strategic advice on the Strategy, Communications, Contracts and Policy recommendations to improve organisational effectiveness and to improve outcomes for children and families across Bradford and Districts.

You will lead on all aspects of strategic planning, and contributing to the development and delivery of the Business Plan and the development of the Service Plans as well as developing new services to fulfil the departments overall strategic objectives.

By fostering collaboration through a strong Communications and Engagement Strategy, to ensure strong internal and external stakeholder engagement and management, you will drive and contribute to successful service delivery through enhancing communication channels, partnership working, and the implementation of contracts held with strategic partners and our shareholders.



Main Duties and Responsibilities

Strategy and Planning

- Deliver a refresh Business Plan and provide subject matter expertise on the development of Service Plans.
- Collaborate with key leads and contribute to the development of the 4 Strategic Plans.
- Development of the Annual and 3-year planning cycles and ensure we are compliant with all the prescribed council planning timelines.
- Work with the Trusts Risk Manager and the Executive Leadership Team (ELT) to identify and mitigate against key risks to the delivery of the Business and Strategic Plans and monitor in line with our risk management framework.
- Lead on the continued development of the wider strategic plans and emergent strategies such as Equality Diversity and Inclusion (EDI), Domestic Abuse and engage with ELT to provide strategic advice and subject matter expertise on policy development.
- Ensure strong monitoring and delivery of key milestones in the Trust Business Plan and Strategy, providing update reports to appropriate forums.
- Develop and execute the strategic vision for the Trust and ensure the communication of the Trusts Business and Strategic Plans across the organisation.
- Understand the Trust's business and strategic plans and enable the successful identification of future investment, resources, and cost savings and how these will be delivered through the respective Strategic Programme Boards, highlighting any risks in delivery, and communicating effectively internally progression and success.
- Lead the development of annual planning, service standards and policies to embed the Business Plan and values, maximising effective communication channels.
- Discussing business requirements clearly, so that they are mutually understood, captured, and enable the delivery of the Trusts priorities and ensuring all opportunities for efficiencies and/or investment or new income are maximised.
- Develop and implement comprehensive strategies and policies that align with organisational goals and values: supporting delivery and embedding of our Business Plan.
- Advise the Executive Leadership Team on new strategies and opportunities for the Trust, preparing simple and robust briefings.
- Act as Trust lead EDI, responsible for the development of a Trust wide approach to embedding EDI into all aspects of our work.

Policy Development and Organisational Effectiveness

- Provide oversight and support to the development and delivery of the Trusts Policy Development Framework.
- Ensure effective governance arrangements are in place for the management and delivery of effective Trust Policies and standardization of processes.
- Maintain and develop the trusts policies and procedures and work with senior leadership to identify any policy gaps.
- Review the organisational effectiveness strategy and develop a refreshed strategy for the next three years which will strengthen the organisation, through working with wider CSC and corporate services.

Partnership Working

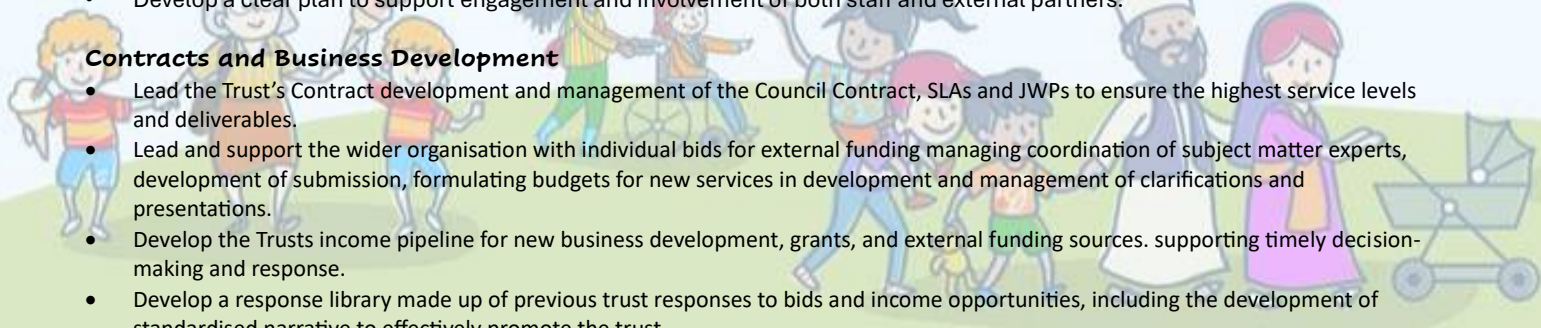
- Foster strong collaborative relationships with both internal and external stakeholders, advocating partnership working and opportunities for joint projects and services which will support our corporate services.
- Lead a programme of work to delivery research and analysis of current policies, legislation, and horizon scanning for emerging trends to identify strategic opportunities and challenges.
- Effectively manage stakeholder relationships, engaging and influencing partners with credibility and as a critical friend to ensure outcomes and delivery of the Trusts Strategic Plan.
- Anticipate stakeholder concerns, address issues proactively, and maintain positive working relationships.
- Lead strategy and policy development projects, including developing proposals, overseeing the conduct of impact assessments, and engagement with relevant stakeholders.

Communications and Engagement

- Provide strong support and leadership for the Communications Team
- Ensure there is a Communications and Engagement Strategy in place to compliment the delivery of the Trusts Business and Strategic Plans and determine budget needs.
- Develop the communications channels to provide effective internal and external communications and engagement.
- Regularly engage with our wider workforce to understand and develop our communications channels.
- Develop a clear plan to support engagement and involvement of both staff and external partners.

Contracts and Business Development

- Lead the Trust's Contract development and management of the Council Contract, SLAs and JWPs to ensure the highest service levels and deliverables.
- Lead and support the wider organisation with individual bids for external funding managing coordination of subject matter experts, development of submission, formulating budgets for new services in development and management of clarifications and presentations.
- Develop the Trusts income pipeline for new business development, grants, and external funding sources. supporting timely decision-making and response.
- Develop a response library made up of previous trust responses to bids and income opportunities, including the development of standardised narrative to effectively promote the trust.



About you

- Master's degree in leadership, business or strategic planning or another relevant discipline or equivalent leadership experience.
- 5 years plus experience in a senior management role, focusing on Strategy and Planning, Communications and Engagement and/or Business Development.
- Evidence of continuing professional development.
- Proven track record of working with colleagues in other organisations to deliver strategic plans, strategic partnerships, and improved organisational outcomes.
- Experience of developing and implementing policies, business cases, bids, and equivalent strategic documents at a senior level.
- Demonstrated track record in developing and executing strategies to achieve organisational goals and enhance stakeholder satisfaction.
- Proven expertise in successfully managing complex projects, including strategic and annual planning and delivery within defined parameters.
- Excellent leadership skills, with the ability to motivate and inspire multidisciplinary teams towards common objectives.
- Strong interpersonal skills and the ability to build relationships with stakeholders at all levels, fostering collaboration and consensus.
- Analytical thinking and problem-solving skills, with the ability to anticipate and address stakeholder concerns effectively.



Safeguarding Responsibilities

Bradford Children and Families Trust is committed to safeguarding and promoting the welfare of all children who use our services and as such expects all staff to share this commitment.

Successful applicants will be required to complete the relevant safeguarding checks. A DBS Check will be requested.

We are an equal opportunities employer.

