

Job description

Service Manager - Becoming a Man

- Grade: PO10
- Reports to: Director - Young Islington
- Direct reports: 4-6
- Your team: Becoming a Man (BAM) Team
- Service area: Young Islington
- Directorate: Children and Young People

Special requirements of the post

Workstyle: Front facing (High presence, three to four days a week)

- Colleagues with regular physical contact with residents and businesses in the borough and on-site, but some activities could be done remotely (such as paperwork)

Workstyle: Roaming (Medium presence, two days a week)

- Colleagues whose activities are a mix of remotely and periodic onsite work and/or meetings with third parties and businesses, going on site visits, and occasional resident engagement

This post requires a DBS check at the appropriate level (Enhanced with Barring)

This is a safety critical post and will be subject to the council's drug and alcohol policy

Our mission

Islington is a place rich with diversity and culture. As a council our sense of purpose couldn't be clearer: we serve. It's in the logo. We are committed to challenging inequality in the borough and as one of the largest employers we know that to look after the place and the planet, we have to look after our people. **Together we can change the future.**

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out 'CARE', which is what we think public service is all about.

Overview of the role

This role leads and manages the development and delivery of the BAM programme. Specifically:

- Overseeing strategic direction and implementation of the BAM programme.
- Managing relationships with external partners, stakeholders, and funders.
- Ensuring programme alignment with broader Council objectives and long-term goals.
- Managing 3-4 staff members, including
 - BAM Programme manager
 - BAM Senior counsellor/coach/specialist
 - BAM Learning, evaluation and impact consultant
 - BAM YG curriculum specialist (dotted line)

Key responsibilities

- Work with Islington Council leadership to develop BAM and drive its work to help deliver the Council's strategic goals.
- Work with the Director to promote alignment between the teams and nurture cross-team working.
- Be a spokesperson and ambassador for BAM with external audiences
- Lead and oversee the teams in developing and submitting proposals for funding that serve the BAM's mission and generate income.
- Work with colleagues to ensure that learning is applied and developed as the RCT takes shape and is implemented.
- Liaise and engage with colleagues in relation to evaluation, policy and communications needs of the BAM programme
- Manage, coach, motivate and oversee the BAM Programme Team
- Recruit and manage staff, including regular 1:1 supervision, coaching, appraisal, team building, training and development.
- Enable matrix working and maximum benefit from the skillset available in the existing teams.
- Work within Islington Council's operational framework of delegated authorities, financial management and decision making and ensure all staff understand these.
- Recruit and manage any consultants or advisors required to support work and ensure they deliver timely, high quality and cost-effective work.
- Identify opportunities to recruit and manage associates, interns and volunteers.
- Work with the Programme Manager to prepare the annual budget and operational plans
- Prepare and present papers to relevant Boards and its Committees at Islington Council
- Ensure that accurate records are kept, financial commitments are authorised and regular budget monitoring takes place.
- Ensure effective programme management within BAM
- Ensure that reporting requirements to funders are met and the programme stay on course, time and budget.

Compliance

Ensure adherence to legal, regulatory, and policy requirements under GDPR, Health and Safety, Employee Code of Conduct and in your area of expertise by identifying opportunities and risks, and escalating issues as necessary.

Person specification

Your application form needs to demonstrate how you fulfil the role's requirements. It is essential to address the criteria, as this will be used to evaluate your suitability for the position.

Essential and desirable criteria

Essential: the basic requirements that must be met for someone to be considered for a particular job. These criteria are mandatory and cannot be negotiated. Essential criteria directly impact the core qualifications or skills necessary to perform the job effectively.

Desirable: the additional qualities, skills, or qualifications that would be advantageous for a candidate to possess but are not mandatory. Not meeting them does not automatically disqualify someone from consideration for the job. This also allows candidates who do not possess certain desirable criteria the opportunity to explain how their other knowledge, experience and skills relate to these and what they may be in the process of doing or willing to do to achieve these.

Knowledge, experience, and skills

| Point | Criteria description | Essential/desirable |
|-------|--|---------------------|
| 1 | Demonstrable knowledge of mental health and related issues | Essential |
| 2 | Evidenced knowledge of national and local government strategies relevant to mental health prevention & related issues | Essential |
| 3 | Demonstrable knowledge of health services, public health and local government bodies | Essential |
| 4 | Proven knowledge of appropriate ways to seek the views and knowledge of stakeholder groups, including people with lived experience of these issues | Essential |
| 5 | Demonstrable planning and organisational skills including project planning, costing, prioritisation and time management | Essential |
| 6 | Proven management and leadership skills to motivate, guide and develop staff to achieve high performance in line with strategic goals and priorities | Essential |
| 7 | Proven intellectual and critical analysis skills | Essential |
| 8 | Evidenced relationship development and management skills with a wide range of contacts and stakeholders | Essential |
| 9 | Good ambassadorial skills to represent the Foundation and Council | Essential |

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| 10 | Proven ability to create innovative solutions that are evidence based and practice and lived experience informed | Essential |
| 11 | Demonstrable experience of applying and reporting to funders and maintaining strong and significant partnerships | Essential |

Our accreditations



Our accreditations include Disability Confident Leader, The Mayor's Good Work Standard, London Living Wage Employer, Stonewall Diversity Champion, and Employer with Heart.