**Role Profile – Deputy Director**

|  |  |  |
| --- | --- | --- |
| **Role Title** | Deputy Director of Education and Inclusion | |
| **Reference Number** |  | |
| **Service** | Children Education and Families | |
| **Function** | Education and Inclusion | |
| **Reports to** | Director of Children’s Services | |
|  | |

**Role Purpose**

Lead the County-wide strategy and delivery for Education and Inclusion which represents a large and complex portfolio within Children, Education and Families delivering high-profile front-line services.

Drive the engagement of Education Leaders and Partners in the shared delivery of inclusivity, improvement in provision and outcomes for children and young people across the County.

Hold accountability for delivery, effectiveness, corporate support and community outcomes, the role is critical to the achievement of change and performance. The focus is on driving performance by translating strategy into successful service delivery that delivers excellence for the residents of Oxfordshire. The Deputy Director will oversee the operational implementation of strategic decisions in alignment with the statutory requirements of the service. The Deputy Director has the delegated responsibility for statutory accountability in the absence of the Director of Children’s Services.

Take responsibility for driving OCC’s [Delivering the Future Together (DTFT)](https://jobs.oxfordshire.gov.uk/work-us-0) values, being a role model within and throughout the organisation as an organisational leader, to deliver excellent services to Oxfordshire’s residents. Delivering the Future Together, is our ambitious transformation programme enabling the organisation, to be an employer, partner, and place shaper of choice. Lead on OCC’s value of [‘daring to do it differently’](https://www.oxfordshire.gov.uk/sites/default/files/file/working-us/TheOCCValuesandbehaviours.pdf), as the organisation continues to strive to do better.

**Corporate Accountabilities**

* Work with Directors and other senior leaders to help shape the strategic direction of the service in alignment with organisational priorities and vision, drive forward continuous improvement, and ensure value for money to residents.
* Work with other senior leaders to shape and develop a high performing and inclusive organisation, delivering an excellent service for the residents and communities through an ambitious, integrated, and successful service/function which meet statutory requirements.
* Work corporately to remove barriers and enable colleagues to be entrepreneurial and innovative, and work with stakeholders across the service and organisational boundaries to co-design inclusive and joined-up services that are efficient, effective, and meet the requirements of residents and communities.
* Own the development of workforce plans, ensuring professional development opportunities, developing a culture of high performance and ensuring our colleagues with the service demonstrate our values and behaviours.
* Inspire, motivate, and develop leaders and colleagues, to create a positive and inclusive working environment that creates a culture of trust, collaboration, and ambition where all belong and thrive and perform at their best to deliver excellent services to residents.
* Lead and model continuous improvement in the Council through considerable change and transformation across services, while ensuring continuity in performance, financial constraints, and statutory obligations.
* Align the work of the service with Oxfordshire’s strategic plan while ensuring priorities and plans are met across a wide range of diverse services in the service.
* Identify developments in the sector and beyond, creating innovative new approaches that illustrate an understanding of the ‘system wide picture’, anticipating future issues and positively challenging current thinking.
* Develop constructive relationships with a range of stakeholders including business, government agencies, community, local authorities, and community planning partners at both a local, national, and international level.
* Act as a Leader, creating an environment in which the County Council can jointly design, commission (if required), and deliver outcomes with partners, by unlocking barriers and monitoring the success of these partnerships.
* Support the Cabinet and Members in translating their political objectives and priorities into coherent initiatives to enable the delivery of services across Oxfordshire, working within the appropriate governance structures.
* Accountable for budget ensuring value for money for residents, and delivery of service priorities within budget.
* Deputise for the Director as required and support with the discharge of statutory duties in line with relevant legislation and statutory guidance.

**Portfolio Accountabilities**

* Lead specialist strategy, technical management and service delivery for Education and Inclusion, which represents a large, high-risk, highly regulated, and complex portfolio, driving strategic priorities through a widespread range of high-profile front-line services, including School and Setting (Sufficiency), School and Setting (Standards, Effectiveness and Performance) and SEND and Inclusion.
* Lead, as appropriate, on the statutory duties associated with the delivery of the Education and Inclusion function, discharging safeguarding duties and promoting the wellbeing and outcomes of all children within the County of Oxfordshire, including those who are ordinarily resident elsewhere, are visiting or placed under Belonging Regulations.
* Hold (in conjunction with the DCS) delegated responsibility for statutory accountability and discharge of duties on a day-to-day basis, either in consultation with the DCS or, in the absence of DCS, hold full statutory accountability as the delegated DCS when appropriate.
* Responsibility for c.230 employees, running day to day operations and delivery of education and inclusion statutory duties/services for all children in Oxfordshire from pre-birth to 25 or 19 years under legal frameworks, Line management of Assistant Directors covering service delivery, and peripatetic /specialist staff areas, for School and Setting (Sufficiency), School and Setting (Standards, Effectiveness and Performance), and SEND and Inclusion.
* Manage system wide risk and decision making from frontline individual practitioners through to strategic arrangements/cases/decisions in each branch of services across Education and Inclusion.
* Understand ‘what Good or Better’ looks like and develop mechanism via evidence, data and assurance for continuous improvement in services, being a champion for children and young people.
* Anticipate, plan and design service responses to changes in regulation, demographics and statutory responsibilities as part of the senior leadership team.

**Knowledge / skills / experience required**

* Professional education qualification or related qualification usual.
* Seasoned professional in area of expertise, with a breadth of understanding of all areas that the role covers.
* In-depth understanding of regulations/legislation and best practice within their area of specialism and the wider sector. Understanding of national and local government developments, policy, and emerging trends
* Experience of leading a large service within a complex and diverse organisation and delivering against constant change and transformation and inspiring the workforce to improve.
* Significant experience of leading diverse and multifaceted teams at a senior level, bringing activities together to achieve an aligned objective.
* Experience of working with key stakeholders including other public bodies.
* Excellent commercial acumen and financial management skills.
* Ability to use deep personal and professional understanding of the agendas or motivations of others to keep them positively engaged, building behind the scenes support for ideas and initiatives.
* Ability to recognise and make use of alliances/relationships to gain support for the County Council’s Strategic Plan and its implementation.
* Excellent knowledge of the impact of underlying demographic, social or political drivers, and understands the formal and informal politics at the regional and national level and what this means for the County Council.
* Evidence of cultivating a high-performance, cost-effective culture, which delivers outstanding outcomes, through a variety of mechanisms, including structure, working methods, contracts, etc.

**Dimensions of role**

* The role will lead a complex, and highly visible service for the County Council, leading on delivery of the vision and plan for the service.
* The role and Directorate will be answerable to external central government and regulatory scrutiny, which dictates nationally published outcomes about the ability of the Council to discharge its’ statutory duties.
* Significant financial oversight as part of the role, typically managing an annual budget in the order of over £200- 297m (including the DSG).
* In conjunction with the Director and wider team, planning will be over a multi-year horizon.

**Working arrangements**

* The role is politically restricted.
* An Enhanced Disclosure and Barring Service check is required.
* Able to travel across the county and work from various office locations within the county.
* Contractual base as detailed on contract, but able to work on a flexible basis in line with our Agile Working Policy.

**Leading through our values and behaviours**

Providing clear and visible leadership by putting our values front and centre of every behaviour, decision, and action.

* Always learning.
* Be kind and care.
* Equality and Integrity in all that we do.
* Taking responsibility.
* Daring to do it differently.

|  |  |  |
| --- | --- | --- |
| **Date** | January 2025 | |
|  | |