

ROLE PROFILE	Programme Director Serious Violence Prevention	
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SECTION 1: PRINCIPAL RESPONSIBILITY

Principal Responsibility	<p>To be accountable for providing strategic leadership and managing the joint programme of work and aligned activities, between the Police and Crime Commissioner and the Chief Constable of Devon, Cornwall and the Isles of Scilly.</p> <p>This activity includes identifying future opportunities and interfaces to enhance the approach and maximise external resources and providing a service across a complex environment which includes policing, local authorities, health and strategic partnerships across Devon, Cornwall and the Isles of Scilly.</p> <p>The successful candidate will be expected to work collaboratively and build constructive relationships, as well as with prospective providers, politicians, partners and stakeholders to achieve priorities. The post holder will report to the Violence Prevention Board and assist in its decision-making in developing and delivering the programme of work.</p> <p>They will lead the coordination of all aspects of the programme including providing professional advice and guidance to the Office of the Police and Crime Commissioner and the Office of the Chief Constable. In particular to:</p> <ul style="list-style-type: none"> • Planning and designing the serious violence prevention portfolio and proactively monitor overall progress, resolving issues and initiating corrective action as appropriate to ensure ongoing alignment with the strategic vision and mission. • Developing and leading a strategic change portfolio, governance framework, based on methodologies as recommended by the Office of Government Commerce (OGC), e.g. MSP, Prince 2, etc. • Establishing and developing efficient and effective policies, processes and working practices to support end to end delivery of organisational change activity. • Ensuring robust management of key disciplines including benefits, budget, risk, and issues, etc. • Establishing, developing and leading skilled portfolio, programme and project delivery team(s) across a range of specialisms to deliver defined strategic outcomes and business benefits. • Leading and performance managing a team of multi-agency/disciplinary individuals at a range of ranks/seniority across a range of specialisms, providing strategic direction to the wider Business Change department. • Ensuring all staff are appropriately 'qualified, current and competent' within roles. • Ensuring effective stakeholder management of key stakeholders/departments (Corporate Development, Business Board, Office of Police and Crime Commissioner (OPCC), Trade Unions, Staff Associations, etc).
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	<ul style="list-style-type: none"> Ensuring financial accountability of the Programme, including monitoring and reporting on the programme transfers for sponsoring groups. Demonstrating understanding of the challenges of implementing violence reduction programmes in Devon, Cornwall and the Isles of Scilly. Developing, maintaining and leading a strong and active stakeholder and communication strategy and plan, which delivers information to all levels of the organisation and is cognisant of external interests, e.g. third-party suppliers, partner organisations, the public and media. Managing the dependencies and interfaces between projects Encouraging, influencing, negotiating and motivating senior managers within the relevant business areas through openly demonstrating commitment to the proposed strategic change, ensuring they are adequately prepared and skilled to implement change and to integrate those changes effectively and seamlessly into 'business as usual'. A commitment to continuous professional development. <p>This list of duties is not restrictive or exhaustive and the post-holder may be required to carry out duties from time to time that are either commensurate with/or lower than the scale of the post.</p>				
Role Type/Family	Police Staff	Grade	11	Vetting Clearance	SC
Medical Assessment	N/A			JE Ref.	C521
Political Restrictions	This role is politically restricted.				
Role-Specific Training and CPD to be undertaken.	<ul style="list-style-type: none"> Relevant Force IT systems Force Equality & Diversity Force Leadership 				

SECTION 2: ESSENTIAL CAPABILITIES & EXPERIENCE (For selection purposes)

Formal Qualifications required	<ul style="list-style-type: none"> Degree level qualification in business related discipline or vocational equivalent Qualified to MSP Practitioner (Managing Successful Programmes) and PRINCE2 (Foundation) or sufficient demonstrable relevant experience. Leadership qualification or demonstrable experience at NVQ 5 or above
Essential experience and specialist skills and knowledge	<ul style="list-style-type: none"> Demonstrable effective strategic leadership at a senior management/departmental level in a large complex organisation with multiple top-level stakeholders. Evidence of stakeholder management in a complex change environment. Evidence of effective leadership through the successful application of interpersonal and communication skills, including performance management. Proven record of successfully delivering a challenging and significant organisational change portfolio/programme (including evidence of personal contribution to its success) with proven ability to find ways of resolving or pre-empting issues relating to barriers to change.

	<ul style="list-style-type: none"> • Recognised expertise in Project/Programme Management in a large complex organisation and evidence of leading the development of others in this field. • A track record in securing resources to achieve objectives coupled with evidence of managing effective budgeting and resource allocation procedures within a challenging environment. • Clear evidence of successful benefits realisation. • Understanding of the complexities of the causes of serious violence with an understanding of the public health approach to addressing this issue. • A good understanding of the issues facing the Police Service or evidence of the ability to quickly develop this. • Experience of working in a political environment 	
Essential Behavioural Competencies	<ul style="list-style-type: none"> • Strategic perspective • Openness to change • Negotiation and influencing • Team working • Effective communication 	<ul style="list-style-type: none"> • Respect for race and diversity • Planning and organisation • Personal Responsibility • Problem solving

SECTION 3: BEHAVIOURS

BEHAVIOURS

LEADERSHIP

Strategic perspective

Understands external expectations and influences on the organisation or unit. Identifies common goals, interests and perspectives with other agencies. Creates a vision for the future and a strategy for how it can be achieved.

Openness to change

Identifies ways in which the organisation needs to change. Personally, champions change and encourages and supports managers to make it happen.

Negotiation and influencing

Develops sophisticated strategies for influencing others at all levels in the organisation. Negotiates satisfactory solutions on broad or complicated issues with stakeholders.

WORKING WITH OTHERS

Respect for race and diversity

Understands other people's views and takes them into account. Is tactful and diplomatic when dealing with people, treating them with dignity and respect at all times. Understands and is sensitive to social, cultural and racial differences

Teamworking

Creates working partnerships inside and outside the organisation. Develops links with outside stakeholders to get different views. Develops strategies to help people work together to achieve organisational goals.

Effective communication

Explains complex issues, making them easy to understand. Makes sure that important messages are being communicated and understood throughout the organisation

ACHIEVING RESULTS

Planning and organising

Develops structured plans across a range of activities that may be complex. Monitors progress towards strategic objectives. Makes sure all activity is in line with efficient and effective policing.

Personal responsibility

Readily accepts responsibility for self and others. Takes responsibility for managing situations and problems. Leads by example, showing a commitment and a determination to succeed. Continues to learn and develop.

Problem solving

Applies a range of analytical techniques to understand complex information issues. Considers a range of options and their effects. Makes strategic decisions by logically analysing all the relevant factors. Has a resourceful mindset to get the job done.