



Appendix B

**THE VALE OF GLAMORGAN COUNCIL**  
**PERSON SPECIFICATION**

<b>POST NO:</b>	V-AA-AA001	<b>DESIGNATION:</b>	Director of Social Services	<b>DEPARTMENT:</b>	Social Services
<b>SECTION:</b>	Social Services	<b>COMPLETED BY:</b>		<b>DATE:</b>	January 2017

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>ASCERTAINED BY</b>
<b>1. SKILLS AND APTITUDES</b>	<ul style="list-style-type: none"> <li>• Ability to prioritise services and manage limited resources whilst understanding the needs of service users.</li> <li>• Ability to work effectively with Elected Members.</li> <li>• Ability to motivate and encourage colleagues.</li> <li>• Work closely with Senior Managers within the Service to enhance and improve the service.</li> <li>• Excellent oral and written skills.</li> <li>• Self-aware and willing to learn, with a commitment to continuous development across all sectors.</li> <li>• Demonstrating vision.</li> <li>• A strategic orientation, including skills in building collaborations and partnership.</li> </ul>	<ul style="list-style-type: none"> <li>• Partnership working experience that includes organisations in the private sector, health, housing and the voluntary sector.</li> </ul>	<p>Application Interview Assessment exercises</p>
<b>2. KNOWLEDGE AND EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Proven track record of effectively managing a social care service at a high level, delivering good results against performance targets and external reviews.</li> <li>• In depth understanding of Social Services and other relevant legislation.</li> <li>• Effective budgetary and resource management.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of the Welsh agenda, particularly in Health and Social Care.</li> </ul>	<p>Application Interview Assessment exercises</p>

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>ASCERTAINED BY</b>
	<ul style="list-style-type: none"> <li>• Knowledge of Local Government.</li> <li>• Evidence of successfully managing performance.</li> <li>• An awareness of how best to ensure strategic evidence-based decision-making.</li> </ul>		
<b>3. ATTITUDE AND MOTIVATION</b>	<ul style="list-style-type: none"> <li>• Highly motivated and committed to delivering a high quality service.</li> <li>• An ambitious, inspiring leader with a drive for results but able to use successfully a range of leadership styles.</li> <li>• A focus on citizens, community and valuing residents.</li> <li>• Good understanding of Service needs against the needs of other areas of the Council.</li> <li>• Adaptable</li> <li>• An emphasis on accountability and shared leadership.</li> <li>• A commitment to building collaboration and integration where these can produce better services.</li> <li>• Ability to influence and present a sound business case on issues relating to service and to the Council as a whole.</li> <li>•</li> </ul>		Application Interview References Assessment exercises
<b>4. QUALIFICATIONS AND TRAINING</b>	<ul style="list-style-type: none"> <li>• Diploma in Social Work or equivalent.</li> <li>• Demonstrate strong professional understanding and leadership capabilities</li> </ul>	<ul style="list-style-type: none"> <li>• Appropriate Management Qualification.</li> </ul>	Application Interview Original Certificates
<b>5. OTHER (PLEASE SPECIFY)</b>	<ul style="list-style-type: none"> <li>• Personal and professional credibility from career track record.</li> <li>• Capacity to work outside of normal office hours and attend evening meetings as and when required.</li> </ul>		Application Interview