Lancashire County Council
Grade Profile

Grade Profile – Managerial – (Grade 10)
Applies to **all** managerial posts at Grade 10

Purpose
Manages a small team of professional staff or a large team of para-professionals to deliver a focussed service across a small geographical area or across a business stream of a whole service.

Scope of Work
Role holders at this level will require a professional qualification or equivalent to provide direction to their team and to act as a technical reference to deal with complex escalated issues. They will be co-ordinating and integrating the work of their team, including dealing with multiple priorities. They will regularly be making proposals for service planning purposes and will be fully aware of wider implications. At this level they will not always follow established precedent and there will be some freedom in how to achieve end results.

Accountabilities/Responsibilities

- Set work objectives and standards, interpreting functional objectives for the team to ensure goals are met. Monitor the effective performance of staff in delivering against these.
- Co-ordinate and integrate team activities, resolving both routine and complex issues, to ensure the effective delivery of the service. Within own area may need to look several months ahead to anticipate and respond to changes that will impact on delivery. Contributes to long term service planning.
- Motivate and coach staff through the identification of training and development needs to equip them to deliver effective and responsive services.
- Develop an overview of the service area to identify ways to improve operations, performance and efficiency. May include analysis of management and financial information, and helping to scope improvement projects.
- Manage allocated budgets and other resources (e.g. equipment, buildings) to deliver the agreed results. This would typically be medium to large sized budgets with some complexity/risk which needs to be managed.
- Make formal proposals on resources, objectives and targets for service planning purposes in specified area to support the delivery of effective and responsive services.

Skills, Knowledge and Experience

- Typically professionally qualified/relevant degree (or equivalent), or substantial vocational experience at a demonstrably professional level
- Experience of managing budgets of some complexity and risk.
- Experience of leading, coaching and mentoring to develop others.
- Skills in resolving complex problems and managing conflicting issues.
- Good understanding of Service area and service goals, as well as relevant council policies.

In addition to the skills knowledge and experience described above, you may be required to undertake a lower graded role as appropriate.

Performance Indicators

- Delivery of specified results e.g. outputs, volumes.
- Achievement of medium term milestones.
- Quality of partner relationships.

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Person Specification (Grade 10 – Managerial)

Requirements	Essential (E) or Desirable (D)	Identified by Application Form (A) or Interview (I)
Qualifications:		
Qualified professional or equivalent with significant relevant experience or Significant vocational experience, demonstrating development through involvement in a series of progressively more demanding relevant roles	E	A
Experience:		
Experience of managing budgets of some complexity and risk	E	A, I
Experience of leading, coaching and mentoring to develop others	E	A, I
Knowledge and Skills:		
Skills in resolving complex problems and managing conflicting issues	E	A, I
Good understanding of service area and service goals, as well as relevant council policies	E	A, I
Thorough technical knowledge and understanding of the work practices, systems, processes and procedures relevant to the role	E	A, I
Sound analytical and problem solving capability	E	A, I
Able to formally train and mentor other professional staff	E	A, I
Excellent written and verbal communications skills	E	A, I
Other (including special requirements)		

1. Commitment to equality and diversity	E	I
2. Commitment to health and safety	E	I
3. Display the LCC values and behaviours at all times and actively promote them in others	E	I