

Department:	Public Health
Job Title:	Manager (Strategic Relationships)
Grade:	15
Post Number:	PH0076
Service/Section:	Leicester-Shire & Rutland Sport
Base/Location:	SportPark at Loughborough University
Responsible To:	CSP Director/Board & Sport England CSP National Lead
Responsible For:	Establishing a transformational relationship with SE and maximising the framework of the SE strategy 'Towards an Active Nation' at a local level. Supporting CSP Director/Sport England position sport and physical activity in the context of key policy areas such as the Local Industrial Strategy, Strategic Growth Plan and Sustainability and Infrastructure.
Key Relationships/ Liaison with:	Sport England, Local Authority partners

CONTEXT

Strategic context for this post is defined at national level by Sporting Future: A Strategy for an Active Nation (HM Government) and Towards an Active Nation (Sport England) and at local level by LRS strategy. The benefits of active lifestyles are fundamentally aligned to the improvement of five key outcomes: physical & mental wellbeing and community, individual & economic development. All clearly prioritise the need to address inactivity in the population and the importance of achieving population behaviour change within local context. Tackling inequalities in participation through key audience groups is also of key importance.

Delivering against the five outcomes, reaching more inactive people and addressing inequality represents a significant change strategy and a huge challenge. To reach broadly into different audiences and communities and create more impact requires greater and better use of local knowledge and intelligence plus strong local relationships.

The Manager (Strategic Relationships) role is a shared post between Sport England and Leicester-Shire and Rutland Sport which will seek to change how strategy is grounded locally to meet the strategic challenges and make best use and alignment of all the available resource, capacity and skills.

It will therefore have a key purpose of strengthening the relationship between local delivery and national programme design, ensuring resource rooted locally is

well-connected nationally, and local intelligence and 'on the ground' experience informs the design of national programmes.

The key, unique element of this role is its aim of developing a reciprocal, efficient and effective working relationship between the national, non-departmental public body working to deliver the Government's Strategy for an Active Nation, with a county-based organisation which plays a significant role in influencing the implementation of key elements of national strategy at a local level. The shared nature of this role (initially along with 7 other pilots nationally) creates a locally rooted shared workforce that, while employed by Leicester-Shire and Rutland Sport (LRS), has a very different and much closer connection to Sport England. The work programmes and objectives, for example, will be co-created by Sport England, LRS and key local partners with the aim of meeting the challenges set out above.

Job Purpose

This post, funded by Sport England, will be part of the senior team both within Leicester-Shire and Rutland Sport and Sport England and be part of a wider cohort of 8 similar posts within CSPs across the country. Testing a new way of working, to the principles of co-production, co-ownership and accountability, the main purpose of this shared role is detailed below.

Lead and drive the strategic direction of sport and physical activity in Leicestershire, Leicester and Rutland particularly in relation to influencing the emerging Local Industrial Strategy, the Growth and Infra-structure Plan and the Sustainability and Transformation Plan within Leicester and Leicestershire.

To build high level relationships between Sport England nationally and local delivery (via CSPs), thereby strengthening the connections within the system at a national and local level, informing decision making at all levels (*relationships*).

To develop a deep understanding of local and national insight relevant to the role and ensure it is used to inform national policy and programmes and local delivery, identifying challenges, opportunities and learning both nationally and locally to maximise engagement in sport and physical activity (*understanding and insight*).

To create additional leadership and influence within Sport England and the CSP area, contribution to system change within the sector and the wider system (*leadership*).

To facilitate new behaviours and ways of working within Sport England and CSPs, as well as between Sport England and CSPs, by modelling these behaviours and supporting colleagues to adopt and implement in their own work (*behaviours*).

Main Duties and Responsibilities

Relationship Management

1.

To act as a conduit between the local area, Sport England and the CSP for knowledge transfer, learning and understanding and determine how this can best be achieved.

2.	To work closely with local officers allowing the postholder to spot opportunities for a connection or new relationship between Sport England's work and local issues.
3.	Based on an understanding of national and local insight, help Sport England and the CSP understand and determine better solutions (initiatives or otherwise) to reach new people or organisations in the area.
4.	To work closely with counterparts in other CSPs to gain a consistency of delivery and share knowledge.
5.	Communication & Influence To support the successful implementation of our shared purpose (outlined above) and in doing so, ensure national, Sport England strategic priorities and outcomes align to local priorities and need.
6.	To be a positive advocate for the contribution of sport and physical activity for Sport England, the CSP and local partners.
7.	To influence the thinking of Sport England and local partners at all levels on the planning, delivery and review of interventions.
8.	To challenge and influence local delivery to be needs led, efficient and effective and identify and deliver improvements within the system that will enable delivery to be more effective.
9.	To pro-actively ensure learning is identified, gathered and effectively shared with Sport England and the CSP.
10	Organisational Effectiveness To develop deep understanding about key audiences and communities which creates insight that is applied to influence thinking and practice, within the CSP and Sport England.
11.	Finance The post holder will be expected to influence multi-agency funding decisions and make the business case to influence commissioning and other investment in physical activity for health, e.g.: Est £100m + Local Industrial Strategy Est £200m + Growth and Infrastructure Plan Est £10m – Sport England lottery investment Est £10m – Sustainable Transport funding Est £100m – Health related commissioning

12.	<p>Staff</p> <p>The post holder does not line manage other staff but is responsible for developing and supporting the capability of Senior Management Team colleagues within the CSP through peer support, coaching and mentoring.</p>
13.	<p>Other</p> <p>The resource currency for this network role is trust and confidence. The post holder needs to exert leadership beyond their direct sphere of control in order to create compelling cases for system change and influence agendas and resources controlled by other partners. This requires exceptional interpersonal and relationship building skills and gravitas to build trust and confidence amongst diverse and sometimes disparate partners.</p>
14.	<p><u>Ad-Hoc</u></p> <p>Work flexibly to carry out any other duties that your skills can be applied to where directed and capacity allows.</p>
15.	<p>Follow CSP policies and procedures in relation to other matters eg. Health & Safety, procurement.</p>
16.	<p>Responsible for protecting and managing information securely, and reporting breaches or suspected information security breaches, in line with Council policies.</p>
17.	<p>Other duties and responsibilities specific to the CSP ...</p>

Key Behaviours

Individuals in the role must be at ease and 'belong' to Sport England as well as to the local CSP. Within this, they must have:

- Personal behaviours and values that model best practice (**honesty, integrity, respect, trust**).
- Ability to inspire confidence and motivation through leadership.
- Ability to work and collaborate effectively with and in teams.
- Gravitas and ability to build credibility and to effect change at all levels.
- Confidence in their own abilities and have resilience.
- A relentless focus on the customer experience.

Special Factors

Subject to the duration of the need, the special conditions given below apply:

- (a) The nature of the work may involve the postholder carrying out work outside of normal working hours.
- (b) The postholder may be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by his/her own training needs and the needs of the service.
- (c) Expenses will be paid in accordance with the Local Conditions of Service.

(d) This post is eligible for a DBS check under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (ie. it involves certain activities in relation to children and/or adults) and is defined as regulated activity under Part 1 of the Safeguarding Vulnerable Groups Act 2006. Therefore a **DBS enhanced check for a regulated activity (includes a barred list check) is an essential requirement).**

(e) Subject to review, the post will attract a Casual user car allowance.

This job description sets out the duties and responsibilities of the job at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot in themselves justify a reconsideration of the grading of the job.

Leicestershire County Council is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.

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	Essential	Desirable	How assessed
Qualifications A Degree or extensive experience in a senior role	✓		Doc/App
Experience (For the purpose of your covering letter please reference this in the context of health, the economy, housing and transport) Excellent understanding and awareness of the policy and operating environment at the local level, understanding the cultural, political and stakeholder context to decide the best approaches.	✓		App/Int
Extensive experience of working with senior executive and political leaders, working at a strategic level to influence policy and delivery.	✓		App/Int
Extensive experience of balancing opportunity and risk, ensuring successful outcomes.		✓	App/Int
Experience of working with partners to deliver better outcomes for the inactive and underrepresented groups and experience of how people can be put at the centre of local service transformation.	✓		App/Int
Extensive experience of building and maintaining critical internal relationships showing a mind set and skills to work in a 'matrix' style.		✓	App/Int
Extensive experience of building and maintaining critical relationships.	✓		App/Int

Strong strategic sports development knowledge and understanding (or a clearly demonstrated capacity to acquire such) and a proven track record of achievement in a relevant professional environment.		✓	App/Int
Experience of monitoring and evaluating impact. An understanding of how this could/should apply to evaluation of the effectiveness of sports development (and physical activity) programmes/policies.		✓	App/Int
<u>Personal Abilities/Skills & Knowledge</u> Excellent communication and inter-personal skills. The ability to 'sell' and present ideas in a professional manner and to motivate, enthuse, persuade, negotiate and influence others:	✓		App/Int
Excellent diplomacy skills working in a complex environment.		✓	App/Int
Highly developed problem-solving skills showing the ability to diagnose complex problems in detail, weigh up the various options and follow through to a positive outcome.	✓		App/Int
Ability to think through issues systematically using the evidence available to apply sound judgement in making decisions.	✓		App/Int
A track record of personal achievement and operating credibly at all levels in an organisation, including influence at a senior level.	✓		App/Int
Proven ability to create collaborative senior level relationships including between those organisations who don't normally work together. The proven ability to challenge, earn confidence with senior stakeholders and bring about change.	✓		App/Int
Excellent listening, facilitation and communication skills, ability to present complex messages at a high level in an engaging style that secures good understanding.	✓		App/Int
Evidence of highly developed engagement and influencing skills and its clear impact on partners or in a place.	✓		App/Int
An ability to think and act strategically and dynamically, produce new ideas, and articulate thoughts both verbally and in written form.	✓		App/Int
Ability to operate at a senior level with credibility, 'gravitas', a positive proactive outlook, and the confidence and resilience to drive change in a	✓		App/Int

complex environment.			
Ability to create business models and networks, develop strategy and take/drive decisions in 'ambiguous' environments.	✓		App/Int
Ability to work and collaborate effectively with and in teams, promoting a collaborative working environment. Including the capacity to work at all levels with people/organisations.	✓		App/Int
<u>Competencies</u>			
Sound working knowledge of Microsoft Office, ie. Word, Excel, Powerpoint, Outlook	✓		Int/App
<u>General Circumstances</u>			
Evidence of a commitment to equal opportunities.	✓		Int/App
Current, valid driving licence, access to motor vehicle for work purposes.		✓	App
Willingness and ability to work unsociable hours, including evenings and weekends to meet the requirements of the job.	✓		Int
<u>Other Requirements</u>			
An understanding of, and commitment to Equal Opportunities, and the ability to apply this to all situations.	✓		App/Int
Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010	✓		Med
Responsible for protecting and managing information securely, and reporting breaches or suspected information security breaches, in line with Council policies.	✓		App/Int

Key: App = Application Form Test = Test Int = Interview	Pre = Presentation Med = Medical Questionnaire Dc = Documentary Evidence (E.g., Certificates)
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Person Specification

The additional skills, knowledge and experience required.

Essential
Desirable