

## 1. JOB DETAILS

<b>Job Title:</b>	Head of Mental Health, Learning Disability and Addictions
<b>Responsible to:</b>	Director, North Ayrshire Health & Social Care Partnership
<b>Responsible for:</b>	Mental Health, Learning Disability & Addiction Senior Management Teams
<b>Location:</b>	North Ayrshire

## 2. JOB PURPOSE

To provide strategic direction and leadership and management of Ayrshire wide Mental Health Services.

To work collaboratively with the Partnership Senior Management Team to achieve the objectives of the HSCP.

To plan, develop and manage integrated community Mental Health, Learning Disability and Addiction services within North Ayrshire on behalf of partner agencies.

To deliver for high quality person and family centered services in line with the national, regional and local strategy.

To provide leadership over NHS and local authority services ensuring the delivery of objectives through high impact transformational leadership, and the implementation and maintenance of a robust performance management framework.

To deliver a complex service development agenda within existing governance arrangements and responding to national policy. Responsibilities include the management of in-patient services across Ayrshire which is part of the NHS Ayrshire and Arran Mental Health Services.

To work with the three HSCPs and Acute Services to update and deliver the mental health strategy for Ayrshire and Arran. This will include the creation of new and innovative ways of working and embedding community based integrated services as well as the delivery and management of the new North Ayrshire Community Hospital.

### 3. DIMENSIONS

The postholder is directly accountable for multi-agency staff groups working in following services;

#### Pan Ayrshire

- Prison and Police Custody Services
- Inpatient beds - Learning Disability Services, Adult Mental health and Addiction Services.
- Liaison Services
- Psychology Services
- CAMHS
- Crisis Intervention and Home Treatment Team
- Arrol Park.

#### North Ayrshire

- NHS & Local Authority Community Mental Health Teams for North Ayrshire
- Primary Care Mental Health Team for North Ayrshire
- NHS & Local Authority Learning Disability Teams for North Ayrshire
- Adult Mental Health Day Service
- Elderly Mental Health Service
- NHS & Local Authority Addictions Team
- Taigh Mor Residential Service
- Learning Disability Day Services
- Learning Disability Employability Services
- Contracted Services.

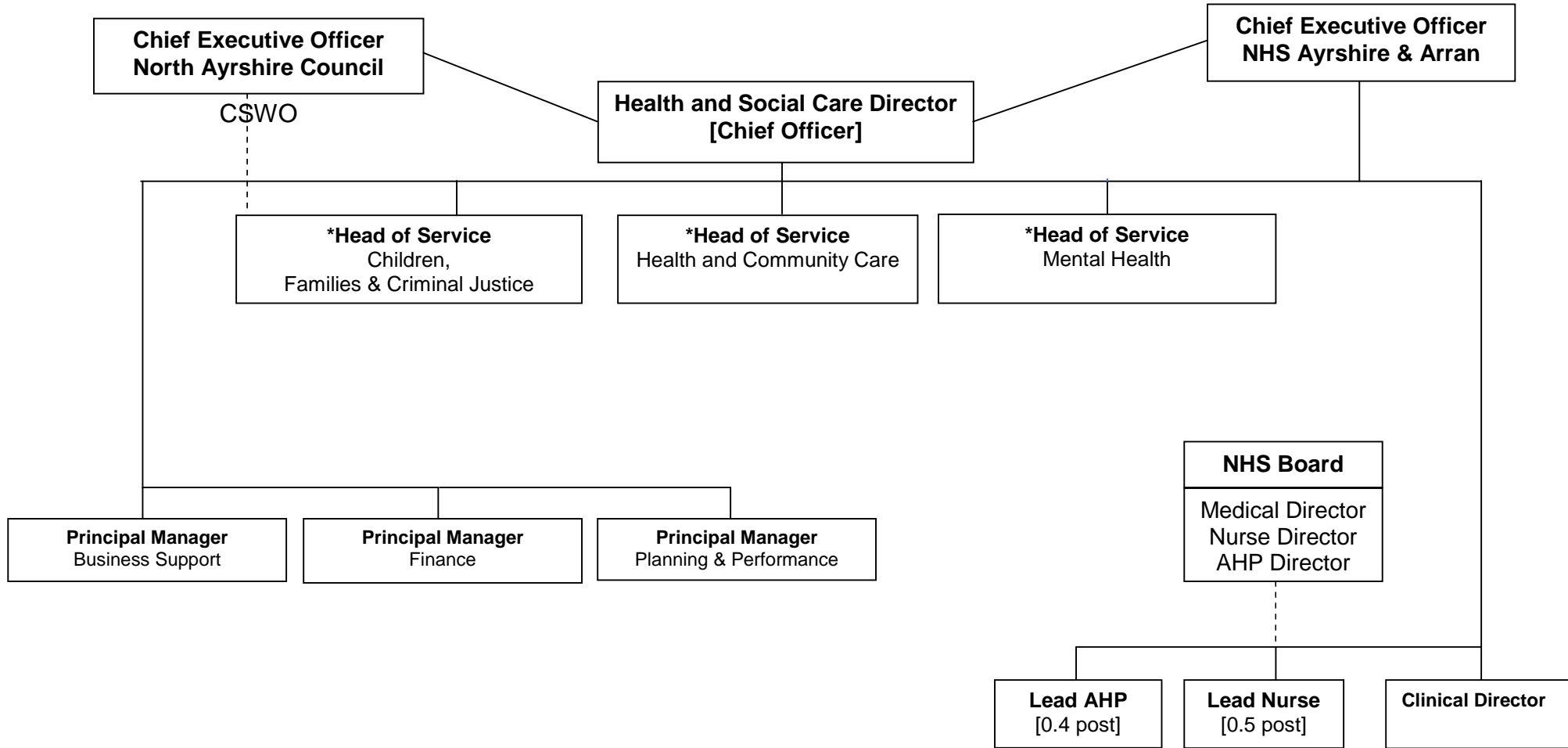
This post is directly responsible for:

Budget £ 58m Staffing: 1200 WTE

#### Governance

Responsible for Governance arrangements for all services within remit and ensuring safety and effective clinical and care governance arrangements for mental health services are in place across NHS Ayrshire & Arran and support clinical aspects of clinical governance.

#### 4. ORGANISATION CHART



\* One of these posts could be appointed as Chief Social Work Officer for North Ayrshire Council and will fulfil regulatory functions.

## 5. KEY RESULT AREAS

- To provide leadership to deliver integrated service objectives and priorities for Mental Health Services, Learning Disability and Addictions Services ensuring that a modern, responsive service is provided for service users within the local community and where relevant across Ayrshire & Arran.
- To lead the pan Ayrshire and Arran Mental Health service in relation to the development of service and strategic frameworks which support the integration of adult mental health, addiction and learning disability services within Ayrshire while maximising the capacity for services to be managed and delivered at a local level.
- To implement clear and consistent performance management arrangements across health and social care ensuring these are maintained and evaluated and reflective of all aspects of HSCP governance arrangements and are consistent with arrangements.
- To be accountable for performance development and administration of Independent Living Fund payment and Direct Payments.
- Responsible for service delivery in partnership with other Authority departments including learning disabilities and community addictions.
- To manage the interface with Children's Services ensuring that Adult Services also maintain a focus on children.
- To manage the interface with Criminal Justice Services and contribute to the development of better integration between health, social work, housing, police and Scottish Prison Service.
- To lead the development and implementation of transformation redesign programmes including the new North Ayrshire Community Hospital and other premises, to improve services and effectively tackle inequalities and improve health and wellbeing.

- To promote professional and personal development among staff both within the HSCP by ensuring that effective performance management systems are in place which provide development opportunities, enhance performance, motivation and facilitate skill utilisation and flexibility.
- To work in partnership with Trade Union and Staff Organisations through a partnership model.
- To ensure the implementation of clinical and care standards and disseminate lessons learned from recommendations, critical incidents and complaints as identified by local processes and other scrutiny organisations such as the Mental Welfare Commission (MWC), Health Improvement Scotland (HIS) and the Care Inspectorate.
- To establish and implement risk management frameworks that will ensure a proactive and coordinated approach to clinical and non-clinical risks.
- To participate as a member of the HSCP in NHS and Local Authority Service Management Teams.
- To lead the HSCP and Health Service contribution to Regional Planning and National Networks.
- Ensure that the HSCP is appropriately engaged and contributing to the North Ayrshire Alcohol & Drug Partnership.
- Manage services within required legislative policy and performance frameworks, with particular reference to the NHS and Local Authority Standing Orders and Financial Regulations, taking appropriate corrective action as appropriate.
- To deputise for the Director as and when appropriate.

## **6. ASSIGNMENT AND REVIEW OF WORK**

Reporting to the HSCP Director, the post has as an extensive level of autonomy to deliver Mental Health Services. This includes strategic leadership for development and delivery of the HSCP plan for Mental Health.

The post-holder will exercise a high degree of initiative in terms of management and assignment of their workload. The post-holder will have a significant degree of autonomy and self direction in relation to prioritising and managing their workload.

Strategic priorities will be set and monitored by the HSCP Director in consultation with the Directors of East and South HSCPs (for the pan-Ayrshire component).

## **7. COMMUNICATIONS AND WORKING RELATIONSHIPS**

The postholder will have key relationships with Members of the HSCP Committee, local councillors and other elected representatives, as well as senior officers of NHS, the authority and other partnerships.

Extensive communication is required with all levels throughout the HSCP, particularly key managers, clinicians and staff; trade unions and staff representatives, the local community, and other stakeholders within the HSCP.

The postholder will require to maintain and build external relationships with the other HSCP senior teams, independent contractors within primary care, managers and clinical staff of Children's services, Community Care and Health Services, the Acute Services Division and local authority colleagues.

Responsible for establishing links with universities and colleges, and representative organisations of public, patients, carers and the media, from time to time.

Responsible for the critical development of relationships with a range of external regulatory and inspection bodies including; Care Inspectorate, HIS, SSSC and HPC.

The post holder will provide and receive highly sensitive information or highly contentious information where there are significant barriers to acceptance which need to be overcome using the highest level of interpersonal and communication skills.

Driving team working is an integral requirement to taking forward the HSCP agenda.

To work with the Associate Medical Director and Associate Nurse Director and Chief Social Work Officer to provide expert advice to those within the organisation on mental health, learning disabilities and addiction matters.

To work with all three HSCP Directors to agree priorities for the development and delivery of pan-Ayrshire services.

To establish effective relationships with Regional and National networks and planning.

## **8. MOST CHALLENGING PART OF YOUR JOB**

Working across organizational boundaries to manage the delivery of fully integrated mental health, addictions and learning disability services to the local community and across Ayrshire, improving the quality and choice of care as experienced by service users and carers including the coordination of care with other service providers.

To develop and manage fully integrated services across health and social care but retaining clear individual agency accountability for statutory functions resources and employment issues.

Ensuring the appropriate deployment of resources and delivering financial targets.

Ensuring significant transformation of services to deliver aims of HSCP.

## 9. QUALIFICATIONS AND/OR EXPERIENCE

Educated to Masters Degree Level or equivalent, such as a degree and a professional qualification, with significant senior management experience within a large complex organisation, preferably within the NHS or Public Sector, with experience of managing and developing mental health, addictions and /or learning disabilities services..

Ability to demonstrate integrity and effective leadership and management skills enabling and evidencing the successful delivery of redesign programmes to improve services and tackle inequalities.

Understanding of the NHS and local authority policy and service agenda within an ethos of self-directed support and co-production in respect of older people, Adults, rehabilitation and chronic disease management.

Demonstrate capacity to contribute to service planning and development locally and across North Ayrshire and Arran.

Experience in a leadership role with a responsibility for policy, planning and service delivery is required, with particular emphasis on performance management and evaluation techniques.

Experience of managing large budgets within complex organisational settings.

Ability to demonstrate integrity and effective leadership and management skills, plus a proven track record or achievement in strategy and policy development and implementation based on evidence and research.

The ability to develop and maintain effective positive relationships with key partner organisations, providing a positive role model for partnership, relationship and conflict management across the Partnership.

A proven track record in service developments and the implementation and management of change programmes.

Knowledge of Mental Health, Public Protection and ASP, AWI and other legislation.

## **10. DISCLOSURE**

In line with the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2003, the Authority requires you to declare all convictions defined as 'unspent' in terms of the Act as the post is classified as an 'excepted post'.

Prior to any offer of appointment the Authority will undertake either a Standard or Enhanced Disclosure check.

## **11. POLITICALLY RESTRICTED POST**

This post is politically restricted in accordance with the Local Government and Housing Act 1989. Accordingly, in accepting this appointment, you will be disqualified from becoming or remaining a member of a local authority, the Scottish Parliament, the European Parliament or from undertaking certain political activities as defined in regulations introduced from time to time by the Secretary of State for Scotland. A copy of the Council's Policy on Politically Restricted Posts will be made available to the postholder.

## **14. COMPETENCIES**

This recruitment, selection, performance management and personal development processes are underpinned and managed within a competency framework of knowledge, skills and behaviours.

The job holder will be expected to evidence knowledge, skills and behaviours as described within the Competency Framework.

## **15. GENERAL**

The duties and responsibilities contained within this Job Profile should be regarded as neither exclusive nor exhaustive as the job holder may be required to undertake other reasonably determined duties commensurate with the level and grade of the post without changing the general character and nature of the post.

The Job Profile will be subject to revision, depending on the future needs of the post and the organisation, following appropriate consultation.