

Kent County Council

Job Description: *Infant Feeding Strategy Facilitator*

Directorate:	Chief Executive's Depart
Unit/Section:	Public Health
Grade:	KR13
Responsible to:	Consultant in Public Health

Purpose of the Job:

The purpose of the role is to facilitate change and improvements for infants and early childhood years by managing the implementation and monitoring of the infant feeding strategy for Kent. This will require coordinating, overseeing, and executing of an action plan of a co-created multiagency strategy working with key partners and organisations including maternity services, the local maternity neonatal system, health visiting services, family hubs, the voluntary and community sectors.

Family Hubs aim to give children the best start in life with a particular emphasis on the first 1001 days from conception to the age of 2 years. The role will work closely with senior managers across Kent Council services and with external partners reporting on progress of the action plan through the internal governance processes.

Main duties and responsibilities:

- Providing day-to-day programme management to manage the implementation of the infant feeding strategy for Kent.
- Collaboratively facilitate implementation, governance, methodology, evaluation and plans in a way that generates collective ownership to ensure the strategy has the very best chance of being embedded into practice.
- Lead and coordinate multi-disciplinary and multi-partner workstreams – coordinating tasks, monitoring progress, and ensuring that actions are progressing effectively.
- Lead the monitoring of the strategy, leading the resolution of activity issues, identifying any scope for improvement or any problems or constraints in order to progress change.
- Lead on promoting the actions within the infant feeding within KCC and across partnership agencies to ensure full user and stakeholder participation in the implementation of actions. This may include the drafting of project reports, briefing papers and presentations.
- Manage the development of the business case that meaningfully make the case for change or investment in certain services and initiatives that align the Council's and Directorates strategic objectives.
- Plan, and monitor keeping senior management informed at each stage, in order to ensure that the programme delivers an effective response and to embed and sustain a working environment capable of meeting the aims and objectives of the strategy.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Organisational Responsibilities

All corporate directors, directors and senior managers have an explicit responsibility to deliver the collective agenda of the Council. These are fundamental elements of their role not an addition and are summarised as follows:

Whole Council

- Seek to improve the lives of all residents in Kent and economy of Kent
- Act as corporate parent to the Council's looked after children
- Take an active role in promoting and ensuring the Council's responsibilities for safeguarding are met.
- Understand, communicate and contribute to the delivery of KCC's strategic aims
- Meet statutory obligations and promote and ensure compliance with policies and procedures and the Council's Code of Conduct (Kent Code).
- Advise elected members and support the democratic process
- Promote the Council brand and enhance the overall reputation of the Council
- Understand and monitor the measures of performance, including customer insight, which define successful outcomes for KCC services
- Maintain and ensure a relentless focus on the customer
- Act to support the Council-wide need to deliver services within budget, thereby avoiding an overspend that could damage the financial viability of the Council
- Overcome professional and service silos to achieve the County Council's objectives.

Integration of Services

- Focus resources where they have the biggest impact
- Deliver services that are flexible and adaptable
- Integrate services within KCC and work with partner agencies to ensure a seamless customer experience
- Fully and inclusively engage all staff in the delivery of services, demonstrating the Council's leadership values and competencies.

Embedding Commissioning and Engaging relevant markets

- Establish an outcome focused organisation
- Meet the financial regulations and standing orders of KCC
- Challenge the status quo and engage with the market to constantly improve
- Ensure all services are delivered effectively and efficiently
- Proactively and continuously seek to improve service delivery
- Proactively manage risk to avoid inertia whilst not exposing the Council to needless and avoidable challenge or loss

Managing Change

- Understand and support the Authority's overall change agenda
- Deliver required outcomes of service specific change on time and to budget
- Understand the quality of staff, support their development, nurture those with talent
- Identify the skills for the future and the level of staff through robust workforce planning
- Identify and deal with underperformance.
- Deliver to agreed budget and income targets.

Kent County Council

Person Specification: *Infant Feeding Strategy Facilitator*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none">• Educated to degree level or equivalent
EXPERIENCE	<ul style="list-style-type: none">• Evidence of significant expertise in leading the delivery of complex projects and programmes• Experience of successfully engaging and working with stakeholders from a wide range of disciplines in a multi-agency environment, ensuring that advantage is taken of opportunities for joint working• Experience of working within multiagency partnerships and multiagency governance arrangements• Experience of working with and reporting to senior managers• Extensive experience of writing reports which are clear and accessible to a variety of audiences• Significant and demonstrable experience of building and maintaining positive working relationships both within the organisation and with external bodies• Demonstrable experience as a public health leader
SKILLS AND ABILITIES	<ul style="list-style-type: none">• System leadership skills with the capacity to deliver a shared vision for service change• Excellent communication skills to communicate with people at all levels• Excellent presentation and facilitation skills• Ability to think creatively and strategically• Ability to manage and deliver change appropriately• Ability to build relationships across organisational and professional boundaries and to work collaboratively• Ability to analyse and interpret complex data• Ability to embed strategy, policy and guidance• Excellent organisational and co-ordination skills• Ability to meet deadlines• Programme and project management and assurance
KNOWLEDGE	<ul style="list-style-type: none">• Up to date awareness of evidence based infant feeding practice• Excellent knowledge and understanding of change management• In-depth knowledge of local government and Directorate-specific issues• Clear understanding of strategic management and decision-making within the Directorate and across the County Council

	<ul style="list-style-type: none"> • Detailed understanding of a range of project and change methodologies • Knowledge and understanding of budgetary and financial procedures including external funding mechanisms
KENT VALUES AND CULTURAL ATTRIBUTES	<p>Kent Values:</p> <ul style="list-style-type: none"> • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile</p> <p>Curious - constantly learning and evolving</p> <p>Compassionate and Inclusive - compassionate, understanding and respectful to all</p> <p>Working Together - building and delivering for the best interests of Kent</p> <p>Empowering - Our people take accountability for their decisions and actions</p> <p>Externally Focused - Residents, families and communities at the heart of decision making</p>