

Head of Youth Justice Services

JE Code: JE2442



Values – We are dedicated, respectful, collaborative, we are Milton Keynes City Council

Service: Youth Justice & Support Services
Reports to: Group Head Children & Families
Job Family: Strategic Leadership
Grade: M
Political restricted: N
Date: March 2023

Key Deliverables

1.	To be wholly responsible for the Head of Service role as defined in HM Govt statutory guidance and legislation , leading , developing and delivering a range of services which provide strategic direction for Youth Justice Services, Contextual Safeguarding (children missing, exploited, involved in serious youth violence, knife crime, county lines & gangs), Focused Deterrence (children/young adults 18-25 involved in knife crime) ,Youth Support and Drug & Alcohol Services which work in a multi-agency partnership. Ensure that the service develops in line with national guidelines and local needs, and policies and procedures are developed in related to these partnerships. The post holder will lead and strategically manage the service in providing the highest quality of practice.
2.	To be responsible for the allocation of work and requirements of the service, ensuring services have the required reporting and compliance systems in place to demonstrate the outcomes for young people when inspected by OFSTED , Care Quality Commission (CQC) and HM Inspection of Probation (HMIP). Ensure the services monitor performance against national indicators and standards, using data to drive through service performance improvements and risk assessment systems are in place.
3.	To devise, implement and oversee a Youth Justice Strategy including the statutory Youth Justice Plan as outlined by Section 40 of the Crime and Disorder Act 1998, considering new legislation, national priorities, and targets. To ensure the plan is implemented as set out in the strategy, taking responsibility for strategic and operational decisions on behalf of Milton Keynes City Council, the Youth Justice Board (YJB) for England and Wales and the multi-agency Youth Justice Strategic Board.
4.	To own and manage the Youth Justice and Support Service budget (circa £1.8 million) on behalf of the partnership ensuring effective use of resources and careful and thorough financial control (including compliance with Youth Justice Board / Police and Crime Commissioner / NHS England and other external grant funding). The post holder will lead, and line manage a multidisciplinary/multi-agency service of circa. 75 individuals.
5.	The position will lead and has full strategic responsibility for wider multi-agency partnership arrangements in the Youth Justice Strategy ensuring professional leadership, advice and accountability to the MK Together Arrangements and to multiple boards (Youth Justice Strategic Board, Community Safety Partnership boards, Local Criminal Justice Board & Youth Justice Board) developing the services in accordance with agreed strategy and reporting on progress, budget, and value for money.
6.	To be fully accountable for the performance of the service by: <ul style="list-style-type: none">• Ensuring that all services are delivered with maximum efficiency and effectiveness, monitoring and managing performance to ensure compliance with all national performance indicators and professional standards and staff are supported.

	<ul style="list-style-type: none"> • Maintaining robust monitoring and risk assessment systems, • To lead on key partnership arrangements in relation to complex, serious incidents, and inspection planning, • To lead on key strategic and operational developments including the continuous improvement of all service and project management of future service development. • To use audit and research findings, lessons learnt from serious case reviews and complaints and statutory guidance to inform practices. • To provide expert guidance and direction to a range of multi-agency / multi – disciplinary qualified and experienced staff and managers.
7.	To ensure that all services work together with the outcomes of children and young people at the centre of all decision making and service delivery, ensuring that all vulnerable and exploited young people at risk, are identified and safeguarded through the statutory framework and multi-agency partnership. The post holder will actively promote the needs of vulnerable children and children in need within the local authority and with partner agencies to ensure that all aspects of their work is focussed on improving outcomes for children and protecting children at risk.

Within reason these key deliverables may evolve to meet service need and it is expected that you will be flexible and adaptable in your delivery to meet both service and council wide needs

Essential Requirements (key skills & qualifications)

1.	<p>To be educated to a degree level and hold a professional qualification in Social Work, Policing, Criminal Justice and/or management and a minimum of 3 years post qualification management experience in YOT/Youth Justice or related field or at least 5 years post qualified management experience in children’s social work, health, education, policing.</p> <p>Management and supervisory experience in YOT / Youth Justice or Management and supervisory experience in relevant role with statutory partner (Children’ Social Work; Education; Health; Police; Probation) and 5 years relevant experience in Youth Justice. Expert knowledge of the service area with in-depth knowledge of working within a local authority, partnership agencies and the political agendas impacting on them.</p>
2.	Substantial experience of case management practice within the Youth Justice field supervising young people subject to youth justice outcomes, evidence-based practice, and effective methods of reducing offending behaviour. Advanced specialist and detailed theoretical knowledge of criminal and childcare issues, legislation, policy, and research and understanding of their impact on the specialist area. Including detailed knowledge of related specialist areas e.g., Health, Probation, SEND. Ability to make a significant contribution to the development of youth justice services in Milton Keynes within an anti-discriminatory and equal opportunity context.
3.	To act as the single point of contact for senior leaders in providing the relevant advice on youth justice (including prevention and diversion) , including drafting responses to national enquiries and consultations and transforming the practice of others by sharing expertise relating to youth justice and taking the lead in ensuring that quality , efficiency and value for money of services relating to youth justice are evaluated and continuously improved and that practice changes as a result of learning , development or innovation.
4.	Highly developed interpersonal skills to meet the varying demanding needs of the service users, multi-disciplinary teams and third-party agencies and appropriate professional bodies. Ability to advise, counsel, negotiate and persuade is required, to deliver and continuously improve the service provided, working closely with multi-agency, multi-disciplinary professionals.
5.	Excellent written and oral communication skills and able to confidently use IT and Office applications.
6	Demonstrable experience of leading a team, making difficult decisions and supporting staff on delivering complex work to a high standard within YJB , CQC , Ofsted and HMIP standards.

Job Family

Strategic Leadership
Grade M



Colleagues expectations

- Be professional at all times
- Work together for the good of the team, council and local people
- Promote a supportive culture
- Challenge assumptions
- Take ownership
- Be willing to change and do things differently
- Always work in a safe manner

Managers expectations

- Be a role model by displaying positive behaviours at all times
- Make well-considered decisions
- Support, coach and communicate with my team
- Be accountable for my team's performance

The essential characteristic of Strategic Leadership jobs is that they bear responsibility for the planning and development of the Council's approach to its statutory and elective aims, maximising efficiency, value for money and the quality-of-service delivery across entire operating functions.

Role characteristics

At this level job holders report to a Group Head or Director and are responsible for the development and implementation of strategy relating to several Services within that Group.

Role carries significant responsibilities for finance and a range of other non-financial assets.

Job holders make autonomous decisions and lead the management of change throughout their area of influence within the Group.

The knowledge and skills required

Job holders require advanced theoretical knowledge to make appropriate judgements and decisions at this level. In addition, job holders will maintain ongoing professional development and have a thorough understanding of external legislative and societal change, as well as a deep understanding of the Council's operational structures which both support and depend upon the job holder's actions and advice. Roles will be professional experts, providing expert leadership across a number of Services.

Thinking, planning and communication

Job holders will use their professional expertise to deal with highly complex, pressing issues including change initiatives and risk management across a range of services. They will also look well ahead and take a long-term, strategic view of their project and service delivery objectives over several years into the future, shaping their service's composition, approach and operating procedures in accordance with wider goals mandated by Group management.

The information exchanged at this level will be routinely complex, contentious in nature and/or highly

significant to the Council's reputation. Job holders will have additional demands placed upon them by the need to persuade others to adopt courses of action they may not otherwise wish to take, based on evidence based and reasoned argument. This will occur in written interactions but can also be the case in face-to-face verbal exchanges where job holders will advocate the Council's position in response to opposing opinion in a formal or informal setting.

Decision making and innovation

The limitations to job holders' decision making will be only the broad policy and practice guidelines that exist at both a corporate and even national/professional level. At this level of autonomy, job holders will be the final arbiter of many escalated technical and professional disputes and problems. They will report to a Group Head or Director and will devise and implement strategic plans and policy in relation to several service areas.

Areas of responsibility

With a diverse range of jobs being represented at this level, the precise blend of responsibilities for which the job holder is accountable will depend upon the service in which they operate.

Roles will focus on the needs of external service users or partners and will be responsible for critical day to day decisions with legal and reputational dimensions and the development of directorate level policy and functional procedures.

In addition, such roles are likely to have very high levels of responsibility for such elements as finance (very substantial budget management), information assets (council-wide systems) or premises (of extremely high value and critical operational importance).

Job holders will have full line management responsibility over several service areas, each with their own full management structure and featuring highly diverse specialties and employee profiles.

Impacts and demands

The combination of both tactical and strategic matters that job holders deal with means that roles are inherently very complex, demanding of particularly lengthy periods of concentrated mental attention while also managing very high levels of work-related pressure from deadlines, interruptions or conflicting demands.

At this level, tasks and duties will be generally carried out in a sedentary position but there will always be a requirement for standing and walking from time to time, and the occasional need to lift or carry items.

Job holders will not be required to develop and maintain working relationships with people who, through their circumstances or behaviour, place particular emotional demands on the job holder.

Job holders at this level will find themselves very occasionally exposed to some disagreeable, unpleasant or hazardous working conditions.