



Job Description

JOB TITLE:	<i>Head of Services - Women's Service</i>
REPORTS TO:	Strategic Lead (West)
SALARY:	£42,059 - £49,353 (scale points 47-54).
BASED:	Various
HOURS:	37.5

JOB PURPOSE: To lead on the delivery of innovative, creative person-centred services for women across Scotland. To gather evidence and develop a real understanding of the gender specific issues which affect women in order to deliver services that are sustainable and effect lasting change. Train staff and partners on the unique issues, approaches and solutions for women. Occupy the strategic environment and act as a national resource for organisations in developing responses and evidence that support women's recovery. To motivate, influence and empower resources to enable and develop diverse teams which deliver in line with the strategic vision.

Inclusion and Participation

- Delivers excellent services for women recognising challenges in gender bias
- Passionate advocate and change champion for women
- Promotes professional autonomy and drives a positives culture which takes ownership of actions
- Creates a culture of shared learning using technology to support an agile workforce

Supportive & Ambitious

- Able to lead and manage multiple project and initiative and delegates effectively
- Leads and guides the services in a manner that recognises, supports and develops team leadership capabilities promoting ownership of the vision
- Ensures professional practice in line with National Codes and Standards to drive quality services

Warmth & Regard

- Leads by example using values, decorum and ethos of SCS
- Thinks and plans strategically ensuring all resources are supported and accountable
- Enables supported intelligent and justifiable risk taking
- Recognises and values everyone (equality and Diversity)

Partnership & Collaboration

- Ability to translate evidence into practice and outcomes
- Commitment to supporting people through change positively
- Develops and maintains strategic partnerships to support and promote SCS
- Ability to engage and communicate with all key partners positively and with confidence
- Influences but also understands the values and perspectives of others

Personalised and Creative

- Solution focused, enabling and supporting people to deliver excellent, quality services
- Excellent project management capabilities that deliver evidence based outcomes
- Adaptable and flexible to meet the needs of the service as well as supporting strategic aims
- Demonstrated and promotes resilience, especially in crisis situations
- Always Promotes the services and uses social media to ensure maximum reach

Digital Inclusion

Some of the people we support have little experience and knowledge of the internet and using email. You will be expected to help them connect, understand and be safe whilst promoting digital inclusion for people furthest away from the digital age.

Our Management Information system is Netsuite. You will be trained in using Netsuite and its application.

We use various forms of social media to inform, communicate, gather support and share what we do including websites, youtube, Twitter, Facebook and Instagram. We expect everyone to share what we do through these media outlets and senior staff are expected to create blogs, videos, information pieces and news items.

Person Specification

Ambitious. Driven. Can do attitude. Proactive. Committed. Entrepreneurial flair. World class thinker

Training & qualifications	SSSC recognised practice qualification and SVQ 4 Care Services Leadership and Management at SCQF Level 10, or willing to work towards.	
Experience	3 years' experience of leading and managing diverse teams and delivering services supporting people in the community Able to operate across boundaries to support the strategic objectives of the vision and translate this into operational outcomes Able to lead and direct people to deliver excellent, professional services in line with National Codes and Standards	Experience of working with Homelessness, Housing/Accommodation, Social Care setting. Demonstrate relevant knowledge of Mental Health issues and the impact on individual's ability to make positive decisions

Knowledge & Skills	<p>Excellent at managing all resources including time, money and people</p> <p>Effective communicator face to face and in writing and uses social media to promote and influence to benefit and promote service development</p> <p>Adaptable and flexible to meet the needs of the service</p>	
Personal	<p>Is positive, leads by example and influences people in a way which develops others in their leadership capability</p> <p>Encourages a culture of ownership, accountability and is able motivate others to build effective teams</p> <p>Is credible and able to influence at all levels and supports, coaches and mentors when needed</p>	