

The Mayor's Office for Policing and Crime

Job Description

Role	Senior Manager – Community Safety	Grade	4
Reports To	Head of Community Safety and Prevention	Post Ref	
Directorate	Violence Reduction Unit	Team	Violence Reduction Unit

Job purpose

The London Violence Reduction Unit is a high-profile, high-priority programme for the Mayor.

1. The Senior Manager will lead and performance manage a team responsible for developing and delivering community safety partnership approaches, policy and work programmes.
2. The post holder will be expected to work collaboratively and build constructive relationships across the VRU's internal and external community safety partners and stakeholders, as well as with prospective providers and grantees to achieve the VRU's priorities for violence reduction across London.
3. The post-holder will also be responsible for the commissioning of services in support of the Violence Reduction Unit's community safety objectives.

Principal Accountabilities

1. Work with the Head of Service to contribute to and deliver the work programme of the VRU strategy.
2. To be involved in all aspects of the commissioning cycle, including monitoring and reporting and ensuring quality assurance measures are in place that support the aims and activity of the community safety team and wider VRU.
3. Working in partnership with colleagues across MOPAC and the GLA to ensure commissioned services meet organisational needs and are both effective and value for money.
4. Lead and performance manage an operational team to develop and deliver partnership approaches, policy, work programmes and commissioned services for the Mayor's community safety violence reduction priorities in London. This will include response strategies to support local boroughs in community safety.
5. Build and manage strong working relationships with partners across the VRU and external stakeholders ensuring that stakeholder management is prioritised in the policy development process. Partners will include the Home Office, Metropolitan Police, NHS Violence Reduction Programme, London Councils, London's 32 local authorities and the probation service.
6. Ensure communication of the teams' processes and actions are high quality and key drivers and influencers are prioritised.
7. Ensure the team is informed on key national policy issues in relation to community safety and violence reduction, advising the Mayor and Deputy Mayor of Policing and Crime as appropriate; deputising for the Head of Service where required.
8. Oversee briefings, correspondence and advice to senior decision-makers and colleagues on VRU policy relating to community safety violence reduction matters in London.

9. Contribute to the leadership and effective management of the organisation and the development of an equitable delivery culture which enables VRU to improve, innovate and effectively deliver the Mayor and Deputy Mayor's violence reduction priorities.

General Responsibilities

- Manage staff and resources allocated to the job in accordance with MOPAC's Code of Conduct, including their responsibilities around preventing fraud, bribery and corruption.
- Realise the benefits of London's diversity by promoting and enabling equality of opportunities and promoting the diverse needs and aspirations of London's communities.
- To be responsible for your own health and safety and that of your colleagues and all others in the workplace, in accordance with MOPAC Health and Safety policies.
- To work in accordance with data protection policies and adhere to Freedom of Information policies where appropriate.
- Realise the benefits of a flexible approach to work in undertaking the duties and responsibilities of this job, and participating in multi-disciplinary, cross-department and cross-organisational groups and project teams.
- To undertake such other duties as may be reasonably expected.

Key relationships

Accountable to:	Head of Community Safety and Prevention
Accountable for:	Staff and resources allocated to the job
Principal contacts:	Head of Service
	Assistant Director and Director
	Procurement Manager
	Finance Business Partner
	Metropolitan Police (incl VRU secondees)
	London Heads of Community Safety
	London Councils

Person specification

Technical requirements:

1. Exceptional ability to communicate, build relationships, influence and negotiate with prospective providers, stakeholders and partners.
2. A strong understanding and knowledge of public sector led community safety, violence reduction/prevention opportunities and best practice.
3. Significant management experience of commissioning, programme management, working in partnership and service delivery within a public sector environment.
4. Ability to work in a pressured environment and deliver VRU priorities at pace.

5. Significant experience of managing high performing teams to deliver outcomes and maintain service delivery.
6. Managing a quality service - define and integrate clear structures, policies, systems and resources, to promote efficient service delivery.
7. Skilled at working across organisational boundaries, building rapport and motivating others to succeed.
8. Experience of leading pan-London programmes.

Behavioural competencies:

- Ability to galvanise rapid action across a partners and focus on delivery.
- Understands the challenges of implementing violence reduction programmes in London.
- A collaborative and solution focused manager, working across teams, directorates, Greater London Authority group of organisations and partner organisations to achieve VRU priorities.
- Committed to quality outcomes and value for money for commissioned and operational services.

Date: 05.01.2023