



Role Profile

Project Manager (The Promise)

Reference No.	A5022	Type	Individual
Service	Education & Children's Services		
Job Family	Professional 4	Grade	FC10

Purpose

Fife Council and its partners are committed to "Keeping The Promise". We want to ensure children, young people and their families can access the support they need, where and when they need it. We are committed to enabling families to remain together with the support of services that are designed to meet their needs. When children and young people do need to live away from home, this must be in a caring and nurturing environment where their voices and views are heard.

You will have a critical role in ensuring service design and planning is in keeping with the aims and vision of The Promise. This will include engaging with children, families, communities, and partners to consult, collaborate and co-produce.

You will be Fife's lead in the national Promise network. You will drive forward an ambitious programme of change and participate and contribute to the wider improvement agenda for Children's Services in Fife.

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Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Act as Fife's representative at national meetings relating to The Promise. Contributing to Fife's commitment to delivering the Promise for children, young people, and their families.	You will be educated to degree level or equivalent and have a recognised qualification in youth work; social work/social care; community development; education; health or equivalent - with a commitment to your own continuous professional development.	✓	
Work closely with the Promise Scotland Team and other local and national partners. You will share our determination that children, young people, and their families should get the help they need, when they need it, for as long as they need it. You'll be confident about what good quality care looks like and understand what needs to be in place to deliver it.	You will have demonstrable experience of leading and delivering projects, ideally at a national level.	✓	
Take a lead role in Fife's Promise delivery group and associated sub-groups.	You will have experience of partnership work	✓	
Support the identification of opportunities to improve the quality-of-service delivery and secure value for money by analysing information obtained through benchmarking, service redesign and national initiatives, providing input and insight to training and other measures that will help build capability and capacity for the change needed.	You will have knowledge of national policy drivers and objectives, legislation and procedures, professional practice models, values and standards.		
Report the progress of Promise-related work to the Children in Fife Group and senior council officers.	You will have significant experience of listening to children and young people and ensuring that they are meaningfully and appropriately involved in decision-making about their care.	✓	
Lead the management and delivery of Fife's Promise work across operational teams in council services, health, the 3rd sector and other partner agencies	You will have experience of partnership working with internal and external stakeholders and the have the ability to appropriately lead change and improvement processes.	✓	
Manage any budget assigned to Fife Council related to The Promise.	You will have the skills to communicate with a wide range of people in a range of formats, both in writing and verbally.	✓	
Chair and facilitate Promise related meetings.	You will have the ability to interpret data and analyse information.	✓	

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Gather, analyse, and interpret relevant data agreed at a national and local level for improvement and evaluation purposes.	You will have the experience and skills to present complex information to senior council officers.	✓	
Contribute to the development of policy and strategy relevant to "Keeping the Promise".	You will have knowledge of policy development and delivery.	✓	
Responsibility for others	You will have experience of managing people	✓	
Work independently and with initiative on assigned activities.			
Provide support for the co-ordination and monitoring of improvement programmes, including regular reporting on objectives and timelines.			
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:			
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Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required
Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

Expected Behaviours

Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.

Please refer to How We Work Matters Guidance to learn more.