

# Job Description

<b>Job Title:</b>	<b>Head of Reducing Reoffending and Compliance</b>
<b>Grade:</b>	<b>Band 6</b>
<b>Geographical Areas:</b>	<b>Across South Yorkshire with occasional regional and national requirements</b>
<b>Accountable to:</b>	<b>CRC Deputy Director</b>
<b>Location:</b>	<b>Hawke Street, Sheffield</b>
<b>Accountable for:</b>	<b>Supporting the Senior Leadership Team in the leadership and management of the operational delivery across South Yorkshire and key operational leads and responsibilities.</b>

## Purpose of Role

- To lead the operational delivery in line with the contractual requirements.
- To lead in the development and maintenance of key strategic partnerships and to deliver operational performance and quality standards.
- To lead the integration of Through the Gate services, Post Release and Community Order management.
- To lead the implementation of the SYCRC Reducing Reoffending Strategy.
- To role model effective leadership and management and champion a culture which values performance and quality and the needs of our services users/customers/key partners.
- To ensure organisational integrity in the behaviour of staff, including supply chain delivery, and financial probity.

## Summary of Main Duties & Responsibilities

This job description is a guide to the principle responsibilities of the role and is not intended to be an exhaustive list of duties.

Item	Accountabilities
1	To support SLT and ensure the delivery of the objectives of the annual business and equality plans at a local level.
2	To lead on the delivery of operational performance and contractual requirements.
3	To ensure that SYCRC is successful in reducing both binary and frequency reoffending rates.
4	To develop and maintain effective intervention delivery and ensure the Rate Card is financially viable and fit for purpose.
5	To ensure a comprehensive range of services across in house and supply chain to deliver the sentence of the court within a resource allocation framework.
6	To ensure financial probity of the CRC.
7	To recruit, appoint, develop and deploy staff as appropriate, including direct line management of Team Managers.
8	To develop and maintain operational partnerships.
9	To seek and develop opportunities for leading locality based partnerships to reduce reoffending.
10	To identify opportunities for business development and deliver effective bid applications.
11	Provide information to support decision making.
12	Manage continuous quality improvement and monitor compliance with quality systems.

13	Compliance with Information Security Policies.
14	Undertake any other duties or responsibility commensurate with the grading of the post.

### Key Performance Indicators (KPIs):-

- Achievement of reduction in reoffending rates
- Achievement of contractual service level metrics
- Services delivered in accordance with the resource allocation framework.
- High scores in audit and inspection.
- Positive feedback from staff, service users, partners and stakeholders.
- Evidence of innovation and market leadership.