

Job description

Corporate Performance Manager

- Grade: PO7
- Reports to: Assistant Director of Finance, Community Wealth Building, Performance and Improvement.
- Direct reports: None
- Your team: Corporate Performance
- Service area: Finance Business Partnering
- Directorate: Resources

Special requirements of the post

Workstyle: Desk-based worker (Lower presence, one day a week minimum)

- Colleagues who are not usually client or customer-facing and can mostly work anywhere with the right technology. Regular on-site activities are required such as team events and collaboration that are more productive face to face

Our mission

Islington is a place rich with diversity and culture. As a council our sense of purpose couldn't be clearer: we serve. It's in the logo. We are committed to challenging inequality in the borough and as one of the largest employers we know that to look after the place and the planet, we have to look after our people. **Together we can change the future.**

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out 'CARE', which is what we think public service is all about.

Overview of the role

As the Corporate Performance Manager, you will be responsible for leading the development of the corporate reporting framework and corporate performance reporting for the council, helping to embed an organisation-wide performance management culture by delivering a holistic view of performance against strategic outcomes, business plans and service level priorities.

You'll work closely with performance leads and other colleagues across the organisation to own and set the corporate performance vision and direction in tandem with the Corporate Management Team

Key responsibilities

- Owning and setting the vision, direction and implementation of the Council's approach to strategic performance management.
- Developing and implementing the corporate performance management framework, ensuring a clear link to the Council's strategic priorities as well as the resident view, setting out the arrangements through which performance will be monitored, reported and scrutinised.
- Collaborating with senior leaders to define and agree a suite of corporate performance indicators and targets to monitor progress in delivery of key priorities, strategies and services.
- Working across the council, including with Corporate Management Team and Members to identify issues, raise challenges and embed and drive a culture of high performance, continual improvement, impact and value for money for residents.
- Advising and supporting Corporate Management Board, Corporate Directors, Members and Committees (as requested) on the Council's performance and priorities for improvement and change and national developments in local government performance regimes.
- Leading, monitoring and reporting of performance activity, analysing results to construct a meaningful story of the Council's successes, challenges and improvement priorities, and translating performance information into learning and strategic recommendations.
- Preparing and presenting corporate performance reports to relevant forums – including the Corporate Management Team and Scrutiny Committees - and capturing feedback, actions and areas for improvement.
- Ongoing maintenance of a corporate performance dashboard to ensure access to latest data and early identification of trends, risks and issues – and exploring options for improved dashboards or reporting tools that reduce duplication and present information in a meaningful way.
- Using creativity and innovation whilst working collaboratively with Finance Leads to ensure performance data is incorporated into the quarterly budget monitor reports so a full story is told including impacts.
- Demonstrate leadership and vision in terms of ensuring a robust corporate performance management framework that supports senior leaders to drive forward priorities.
- Champion the use of data and maximise the benefits that and drive forward delivery and continuous improvement.
- Develop and maintain robust relationships with staff and Members and share best practice.
- Any additional duties consistent with the grade and level of responsibility of this position, for which the holder possesses the required experience and/or training.

Compliance

Ensure adherence to legal, regulatory, and policy requirements under GDPR, Health and Safety, Employee Code of Conduct and in your area of expertise by identifying opportunities and risks, and escalating issues as necessary.

Person specification

Your application form needs to demonstrate how you fulfil the role's requirements. It is essential to address the criteria, as this will be used to evaluate your suitability for the position.

Essential and desirable criteria

Essential: the basic requirements that must be met for someone to be considered for a particular job. These criteria are mandatory and cannot be negotiated. Essential criteria directly impact the core qualifications or skills necessary to perform the job effectively.

Desirable: the additional qualities, skills, or qualifications that would be advantageous for a candidate to possess but are not mandatory. Not meeting them does not automatically disqualify someone from consideration for the job. This also allows candidates who do not possess certain desirable criteria the opportunity to explain how their other knowledge, experience and skills relate to these and what they may be in the process of doing or willing to do to achieve these.

Knowledge, experience, and skills

Point	Criteria description	Essential/desirable
1	Evidence of significant relevant Continuing Professional Development (CPD)	Essential
2	Experience of managing performance reporting for a large service of organisation to monitor delivery of key outcomes	Essential
3	Experience of producing high quality reports on performance data and analysis for a range of audiences	Essential
4	Track record of building relationships and working in partnership with a wide range of stakeholders, including those at a senior level and in other organisations	Essential
5	Experience of influencing and challenging colleagues in order to improve services or maximise delivery outcomes	Desirable
6	Experience of data analysis and visualisation tools that support the presentation of performance data and information	Desirable
7	Experience of liaising, advising and presenting to senior officers, and to Members and Committees	Essential

Point	Criteria description	Essential/desirable
8	Strong interpersonal, communication and presentation skills, with proven ability to communicate effectively to a wide range of audiences both horizontally and vertically	Essential
9	Ability to think critically, apply innovation and creative thinking to address complex service challenges	Desirable

Our accreditations



Our accreditations include: The Mayor's Good Work Standard, Disability Confident Employer, London Living Wage Employer, Stonewall Diversity Champion, and Employer with Heart.