



Job description			
Job title	Executive Director (Children's Services)		
Grade	Executive Director		
Directorate	Children's Services		
Service/team	Executive Management Team		
Accountable to	Chief Executive		
Responsible for	Assistant Executive Director (Transformation, Family Help and Protection) Interim Assistant Executive Director (Quality, Permanence and Sufficiency) Head of Inclusion Head of Education		
JE Reference	B1002	Date Reviewed	July 2025

Purpose of the Job

The Executive Director (Children's Services) will champion the needs and aspirations of all children and young people, and their families, across the Borough and will deliver the strategic development within the remit of Children's Services.

The postholder will support the Council, Cabinet, the Chief Executive and Executive Management Team to achieve the aims and desired outcomes set out in the Knowsley Council Plan 2025-2030 which will include the delivery of key corporate and boroughwide projects.

The postholder will support the Chief Executive to deliver and sustain a consistent culture with behaviours conducive with a high performing Council. They will lead collectively and collaboratively within and outside of the Council, supporting the Council to innovatively, proactively and confidently adapt to the dynamic resource and policy agenda.

The postholder will be required to provide outstanding leadership for the development of an integrated provision of support for children, young people and their families across the Borough, which includes improved standards of education.

The postholder will be fully responsible and accountable for all areas within their remit, and empowered to make decisions in relation to the outcomes they are working to achieve.



Duties and Responsibilities

- Accountable for discharging the key duties of the statutory role of Director of Children's Services (including Education and Inclusion), providing expert strategic advice on statutory functions and professional practice and act, as required, for any registration in connection with the post.
- Act in the capacity of the Authority's lead officer for Children's Services (including Education and Inclusion) to ensure the strategic planning, design and delivery of the best possible services for the people of Knowsley.
- Contribute to the corporate leadership and management of the Council and be part of the Council's Executive Management Team, to lead, plan and deliver the Council's corporate strategic priorities, working in partnership with other agencies to achieve goals.
- To ensure that the Council has strong, productive, and effective working relationships with senior officers in the Liverpool City Region and other key stakeholders.
- Oversee the provision of the statutory school functions ensuring education excellence for the Borough.
- Direct the delivery of SEND and associated education, health and care functions within the Council contributing to the improvement of outcomes across Knowsley for all Inclusion and SEND services.
- Overall responsibility for the leadership and management of Children's Social Care providing universal and targeted services for children, young people and their families ensuring all children are safeguarded and welfare is promoted.
- To engage colleagues responsible for the provision of Children's Social Care and key service areas to ensure that agreed outcomes are met consistently and in accordance with agreed policies and standards.
- Ensure there is effective integration of related services across the Children's Services Department, as well as across the wider Council and effective contribution of private providers, and the voluntary and community sectors to achieve positive outcomes for children and families.
- Ensure that the Council delivers its vision for children and families as set out in the Knowsley Council Plan 2025-2030 and in the Children and Families Plan.
- Ensure that the Council's overall vision and strategy has an appropriate focus on improving outcomes for children and young people and that senior officers understand their corporate role in delivering improved outcomes for the children and young people of Knowsley.



Corporate Duties and Responsibilities

- Provide Strategic leadership across the Council with specific responsibility for ensuring that priority initiatives are delivered in accordance with the Knowsley Council Plan 2025-2030, the Knowsley 2030 Strategy and the Knowsley Offer.
- Lead a transformational approach to the delivery of services including responsibility for strategic resource decisions, demand management methods and new operating models to achieve the Knowsley Council Plan 2025-2030, the Knowsley 2030 Strategy and the Knowsley Offer.
- Work with the Chief Executive, Cabinet, Council, Elected Members and colleagues to deliver our vision for Knowsley.
- Build a strong relationship with the Cabinet Member for Children's Services that enables them to fulfil their political leadership role.
- Develop and sustain strategic partnerships at the local regional and national level.
- Support Elected Members in undertaking their roles as community leaders and ward members.
- Develop and embed a performance culture that delivers better outcomes for local people.
- Provide support for corporate and/or external inspections where required.
- Work within the Knowsley Better Together principles developing co-operative working with local stakeholders to achieve a shared goal to achieve a greater impact.
- Champion employee engagement and experience ensuring Knowsley Council is a great place to work and has an inclusive culture.
- Lead Council wide partner boards and working groups as required and represent the Council at partner events as appropriate.
- Support the Council's emergency preparedness, response, and recovery arrangements; this may include, but is not restricted to, participation in appropriate training and exercises, and attending Strategic and/or Tactical and/or Recovery Coordinating Groups with our multi-agency partners.



- To lead the development, promotion and delivery of effective partnership arrangements that engage with key partners and agencies in delivering our ambitions for children and young people.
- Instigate a borough-wide focus on prevention and early intervention across children's services, through building and maintaining progressive delivery partnerships.
- Maximise the outcomes delivered for all children and young people through developing integrated commissioning arrangements that recognise the cultural demography of the borough and respond to changing need.
- Provide clear leadership to the children's services workforce that enables their development and provides a framework within which first class performance is the norm and innovation is a fundamental part of the culture.
- To actively support and advocate the voice of children, young people and families at the heart of decision making.
- To deputise for the Chief Executive as required.

Knowsley Better Together – Staff Qualities



Health and Safety

- To use equipment as instructed and trained.
- To inform management of any health and safety issues which could place individuals at risk.



- To be responsible for the implementation of the Council's Health and Safety Policy in the workplace and to monitor the effectiveness and safety arrangements and systems and promote appropriate improvements where necessary.
- To ensure suitable and sufficient risk assessments are conducted considering employee's capabilities.

Data Protection and Information Security

- Implement and act in accordance with the Information Security Acceptable Use Policy, Data Protection Policy and GDPR.
- Protect the Council's information assets from unauthorised access, disclosure, modification, destruction or interference.
- Report actual or potential security incidents.