**Role Profile**

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| **Job title:** | Senior Value Manager | **Level:** | 4 |
| **Reports to:** | Interim Head of Corporate Insight and Value  | **Type of role:** | Perm |
| **About The Role** |
| This role sits within the Corporate Insight & Value team. The individual will join a team of some 13+ finance professionals who provide planning, reporting and analysis, as well as leading on the Value Programme. The post-holder will be responsible for the Value Programme across NHSPS. They will ensure that all elements of value are part of the NHSPS culture. The role will cover the governance, reporting, training, communication and management of all aspects of Value, ensuring Value is part of the month end results and communicated with our internal and external stakeholders. The role covers all elements of financial and non financial value including the internal Driving Value programme and the external Unlocking Value programme.This is a very broad and dynamic role, with excellent exposure to senior stakeholders across the business. The role holder should have extensive stakeholder management experience and combine planning and communication skills and an ability to engage with colleagues to inspire through compelling narratives in a relatable way that connects with an audience. To be successful in this role you should be able to think critically *and* creatively, to be able to see the big picture whilst maintaining a firm grasp of the underlying detail. This post-holder will be a spokesperson for value. They will need to think strategically about value identifying opportunities for value across NHS PS through proactive collaboration and communication and horizon scanning. This includes helping stakeholders make connections between their activities and our value programme to help capture and communicate the value NHS PS is creating for colleagues, customers and patients. We value and promote diversity and are committed to equality of opportunity for all and appointments are made on merit. |
| **Key Responsibilities** |
| * Lead on the overall Value Programme across NHS PS and Value Centre of Excellence team
* Lead on value strategy and identification for opportunities and growth
* Lead on the growth of the Value Programme across NHSPS and the Value Centre of Excellence team
* Lead on governance framework for Value programme including; principles, tracking and reporting of all Value
* Lead stakeholder education and understanding of the Value programme – including operational and corporate colleagues.
* Promote Value and use of value language and embedding a culture of creating and reporting value
* Challenge stakeholders on Value interpretation and timely validation of Value
* Lead on communication initiatives ensuring all value content is current, accurate, engaging and tailored to our audience.
* Ensure accurate reporting of Value across NHSPS – both internally to Executive stakeholders and externally to the Department of Health – including consolidation of NHSPS wide commentary
* Lead the team to deliver continual improvements in all aspects of Value from approach, to automation, through use of latest systems and tools
* Implement controls to ensure Value reporting is accurate
* Ownership of the Value section of the Annual report
* Lead the team to challenge value included to ensure a understandable and consistent narrative of our pipelines
* Horizon scanning for Value opportunities
* Management of Value team including one Value Analyst and one Value Manager including coaching and development
* Support the Interim Head of Corporate Insight and Value as required on ad hoc projects
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| **Knowledge, Experience and Skills** |
| **Experience** | **Capabilities (skills/behaviours)** |
| * Working in an agile space with evolving concepts
* Researching and launching new concepts from ideation to BAU
* Creating and working to timetables and deadlines
* Team leadership
* Stakeholder management including senior stakeholders and Executives
* Working with stakeholders to ensure Value is part of their goals and priorities
* Creating partnerships to create mutually acceptable outcomes
* Seeking and using innovative solutions to guide existing and unexpected situations to a sound conclusion
* Setting and monitoring governance frameworks
* Customer/stakeholder focussed activity, continually evaluating stakeholder experience and making adjustments as needed
* Leading from the front by prioritising resources, removing obstacles and empowering team members to deliver results
* Successfully translating proposed changes into practical processes.
* Continuous review and improvement of approaches and processes
* Building competencies to ensure team members continue to develop
 | * Communicate with impact via both spoken and written communication and with both technical and non-technical stakeholders.
* Excellent presentation skills
* Considers the target audience, adapting style and communication method accordingly.
* Excellent motivator, facilitator and negotiator
* Challenges current thinking / methods constructively.
* Self starter
* Innovative and open to consider new approaches and/or technologies
* Ability to work under pressure and tight deadlines
* Organised, polite, helpful and proactive
* Removes obstacles, trusts and empowers team members
* Generates respect through transparency and openness
* Creates an atmosphere of discussion and welcomes challenge.
* Encourages partnerships and invites input from colleagues to add value.
* Embraces changes and takes colleagues and stakeholders with them
* Maintains effectiveness, efficiency and resilience to help the organisation / team through change.
* Proficient user of Microsoft Office suite
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| **Knowledge** | **Qualifications** |
| * Knowledge of types of Value and why it is important to NHSPS and our key stakeholders
* Proven track record of value management and delivery.
* Knowledge of monthly reporting processes
* Knowledge of delivering new ways of working for an organisation.
* Demonstrating an understanding of the interaction between Value and financials
* Knowledge of core controls within a large organisation
 | * Degree or relevant practical experience
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| **Performance Standards** |
| The performance standards outlined here describe the expectations for all senior leaders regardless of functional accountabilities. |
| **Managing performance:** |
| * Accountable for ensuring functional adherence to performance processes and timescales
* Set annual goals and ensure goal alignment with corporate and directorate scorecards
* Monthly progress reviews and feedback
* Mid and year-end reviews
* Performance calibration to ensure individual performance assessment reflects organisational performance
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| **Managing budgets:** |
| * Accountable for managing functional budget and delivering within budget and cost transformation targets
* Annual forecast and phasing
* Monthly budget review
* Reforecast budget as required
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| **Talent and succession:** |
| * Identify and develop high-potential colleagues able to develop towards business-critical roles
* Support management and leadership development of all colleagues in leadership roles
* Develop successors to own and other key roles to build bench strength and resilience
* Encourage talent to build breadth of experience outside of own function
* Champions diversity and leads inclusively
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| **Colleague engagement:** |
| * Support the careers and development of all colleagues
* Hold regular team meetings to share organisational updates and discuss priorities
* Encourage participation in Your Voice surveys
* Agree and implement colleague engagement action plans, using the Your Voice platform to record and track actions
* Recognise good work through formal and informal channels
* Listen to colleagues and give them opportunities for their voices to be heard
* Shape roles to provide meaningful work
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| **Communication:** |
| * Ensure key messages, including those from outside functional area, are effectively cascaded to team/s and all communication channels are used effectively
* Communicate change positively and facilitate conversations to give team/s the opportunity for two-way dialogue
* Owns and confidently manages difficult messaging as well as good news
* Produce quality papers, briefing packs and updates for Exco, committees and the Board as required
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| **Cultural Tone:** |
| * Role model and recognise the positive use of the NHSPS values and behaviours
* Champion smarter working and creates team charters
* Develop teams in line with engage and enable principles
* Promote the NHSPS culture through using appropriate language, symbols, and signs
* Challenge culturally inappropriate behaviour
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