

Job Description

Job Title: Head of Economic Growth & Inward Investment

POSCODE:

Grade: 11

Overall purpose of the job

To ensure that the Council maximises opportunities and outcomes associated with external funding to deliver against the Council's Corporate Plan aiming to make West Northamptonshire a great place to live, work, visit and thrive.

To provide dynamic and innovative leadership in developing opportunities for economic growth throughout West Northants with a focus on inward investment; skills; the visitor economy, place making, and the promotion business opportunities in both town and rural settings.

To motivate, influence and engage both internally and externally, and develop and maintain good working relationships with a wide range of partners/stakeholders, essential to delivering high quality services and raising West Northamptonshire profile at sub-national and national levels.

Main accountabilities

	Main accountabilities
1.	Provide effective leadership in the development and delivery of the Council's economic growth and inward investment strategies to enable West Northamptonshire to secure and benefit from external funding and to create the conditions to generate inward investment opportunities to meet the Council's strategic objectives.
2.	Lead the development and articulation of the offer and providing a compelling case for inward investors to consider West Northamptonshire as an excellent place to locate and grow their businesses, to ensure benefits from investment in the local economy and the creation of high quality job opportunities.
3.	Ensure that the Council maximises opportunities to secure external funding through building effective partnerships with internal stakeholders and external organisations at local, regional and national levels to maximise the opportunities for investment economic growth across West Northants .
4.	Ensure funding programmes are managed and monitored effectively to ensure outcomes are delivered in accordance with funding objectives and agreement targets to provide assurance and accountability to funders and partners.
5.	Work with key senior stakeholders including cabinet members, directors, partners to develop an integrated place marketing and strategic tourism strategy for West Northamptonshire
6.	Establishing and maintaining business networks including the management and organisation of events and promotional activity, working with partners and internal stakeholders to maximise benefits to the Council and the community

7.	Advise directors, cabinet and other stakeholders across the Council on changes to legislation, initiatives and programmes on external funding and growth matters which have an economic, growth, or funding related impact on the Council to ensure that needs are recognised in strategic policy and action.
8.	Devise, lead on, and develop measures to improve the Council's performance on developer funding matters, including section 106 agreements, and the Community Infrastructure Levy to ensure this funding is targeted to meet the needs of the local economy and benefits the community
9.	Working with Transformation and HR to implement and embed new ways of working and supports wider transformation and cultural change across the organisation. Actively promote and represent the interests of the Council, and where appropriate, the service, at local, regional and national level participating in relevant programmes, showcasing good practice and contributing to exchange networks
10.	Manage designated budgets and achieve financial and other resource targets. Ensure that appropriate and effective budgetary controls and procedures are in place and adhered to. Identify individual capital and revenue projects/schemes, commission or bid for external/internal grants or resources to support the delivery of the private sector housing service.
11.	Lead and manage the service, directing the work of staff to agreed objectives and participate in the recruitment, selection, training, deployment, discipline, performance, achievement and development of staff in the team. Carry out any other duties within the overall function, commensurate with the grade and level of responsibility of the post.

Person Specification

Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
Member Institute of Economic Development	Appropriate professional institute or demonstrable alternative evidence of equivalent knowledge, experience and ongoing professional development in Economic Development & Inward Investment.	E
Honours degree or higher	Economic development, Urban & Regional Development, Planning, Regeneration or similar subject.	E
Evidence of continued professional, managerial and personal development		E

Minimum levels of knowledge, skills and experience required for this job

		Essential/ Desirable
Knowledge		
	Knowledge of external funding programmes including through economic development, transport, digital and housing growth-related funding, including Levelling up, Growth Deals' and HM Government Comprehensive Spending Reviews	E
	Detailed understanding of the economic, planning and funding environment on a local and national level, and how this fits with the Council's objectives	E
	Knowledge and understanding of the dynamics and complexities of the public sector and specifically the local government environment and its impact on service provision, staff and relationships with key stakeholders.	E
	Significant experience of designing, leading, negotiating, influencing and delivering complex partnerships / projects	E
	Excellent business and service planning knowledge.	E
	Evidence of continued professional development.	E
	Detailed knowledge of recognised project and programme management approaches and their uses in short, medium and long term projects.	D
Skills		
	Excellent leadership, negotiation and influencing skills. This must include the ability to develop, support, empower and motivate a team with different professional backgrounds to achieve goals.	E
	Political sensitivity and a demonstrable ability to recognise, influence and manage the communications consequences of sensitive	E
	Ability to develop coherent strategies and programmes of work, including those involving external partners.	E
	Ability to prioritise work to meet multiple tight and conflicting deadlines and work independently, making full and effective use of delegation.	E

	Ability to develop and maintain good working relationships with a wide range partners, including internal and external stakeholders and develop a positive personal and organisational profile and build relationships to a very high level.	
	Ability to demonstrate having worked at a senior level in a political environment, skills in understanding and responding to different perspectives and taking a cross-organisational perspective	E
	Clear understanding of the potential of IT to deliver better service outcomes, and good personal IT user skills including standard office software.	E
	Excellent written and oral communication skills	E
Experience	Give an idea of the type and level of experience required do not specify years of experience.	
	Experience of advising senior management and elected members on initiatives and programmes of external funding and growth matters which have an economic, transport, digital, housing growth, or funding related impact on the Council to ensure that needs are recognised in strategic policy and action	E
	Experience of leading or managing successful regeneration, inward investment projects and bids	E
	Proven track record of developing and leading collaborative partnerships with stakeholders across the public and private sectors	E
	Experience of managing and developing staff as well as managing complex budgets	E
	Experience of leading complex negotiation in project delivery demonstrating an ability to influence decision makers at all levels	E
	Experience of using structured approaches to project and programme management for short, medium and long-term projects.	D
		E
Equal opportunities	Ability to demonstrate awareness and understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	E

Other		
-------	--	--

Disclosure level

What disclosure level is required for this post?	None	Standard
	Enhanced	Enhanced with barred list checks

Work type

What work type does this role fit into? (tick one box that reflects the main work type, the default workers type is flexible)	Fixed	Flexible	Field	Home
---	-------	----------	-------	------