ROLE DESCRIPTION

Job Title	Liverpool City Region Homelessness Task Force Lead
Salary Band	SCP 41- SCP 43
Reporting to	Homelessness Commissioning & Contracts Lead
Directorate	Investment & Delivery
Political Restriction	No

1. Primary Purpose of the Post

- Drive delivery of the Liverpool City Region Tackling Homelessness programme, working with local authorities and partners to turn regional priorities and evidence into funded, deliverable activity. This includes managing risk, resources and competing priorities, including Rough Sleeping Programme activity.

2. Your responsibilities

- Lead and coordinate the Homelessness Task Force, including sub-groups, workstreams, meeting Lead and coordinate the Homelessness Task Force, including sub-groups, workstreams, meetings, programme planning, risk management and reporting.
- Work with local authorities and partners to understand homelessness need, map services and resources, identify gaps, and improve local and regional collaboration.
- Maintain a focus on under-served groups, including women, young people, people not from the UK and LGBTQ+ people, as well as individuals leaving criminal justice, health and migration pathways, and identify opportunities to better meet their needs.
- Support development of a city region supported housing strategy, aligned with local authority strategies and requirements linked to the Supported Housing (Regulatory Oversight) Act.
- Support to the programme externally and lead stakeholder engagement across local, regional and national government, public sector and voluntary sector partners.
- Support to plan, mobilise and oversee additional programme activity and funding through the Rough Sleeping Programme, ensuring resources meet agreed priorities, outcomes and funding conditions.
- Manage delegated budgets, forecasts, expenditure controls and audit trails in line with Combined Authority financial regulations, escalating material risks where required.
- Develop evidence-based options and recommendations for senior leaders and governance groups where priorities, resources and delivery risks may conflict.
- Make autonomous day-to-day decisions within agreed strategic, financial and governance parameters, escalating where senior approval is required.
- Lead management of programme risks, issues and dependencies across organisations, coordinating proportionate mitigation.

- Provide advice and constructive challenge to senior stakeholders and delivery leads, negotiating solutions where interests or evidence differ.
- Establish proportionate performance, assurance and reporting arrangements, holding delivery partners to account for progress, outcomes, value for money and compliance.

3. General Corporate Responsibilities

- Support delivery of the City Region's Devolution Agreement and wider strategic priorities.
- Take part in training and development to improve personal effectiveness and service delivery.
- Contribute to corporate risk management, efficiency targets and organisational priorities.
- Promote equal opportunities and non-discriminatory practice in all work.

It must be understood that every employee has a responsibility to ensure that their work complies with all statutory requirements and with Standing Orders and Financial Regulations of the Combined Authority, and to ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice, and the Combined Authority's safety plan.

This job description is not intended to be prescriptive or exhaustive; it is issued as a framework to outline the main areas of responsibility at the time of writing.

PERSON SPECIFICATION

Job Title: Liverpool City Region Homelessness Task Force Lead

Criteria		
Qualifications and Training	**E = Essential D = Desirable**	**Identified By**
Project management qualification or relevant experience.	**E**	**A / I**

Experience and knowledge	**E = Essential D = Desirable**	**Identified By**
Experience of local, regional or central government, including homelessness commissioning or service delivery.	**E**	**A / I**
Experience of multi-agency, sub-regional or regional partnership working, including negotiation, collaboration and influencing.	**E**	**A / I**
Experience of communicating clearly with varied audiences, verbally and in writing.	**E**	**A / I**
Substantial experience leading complex programmes or workstreams involving multiple organisations, competing priorities, delivery risk and senior scrutiny.	**E**	**A / I**

Experience of budget management, forecasting, funding assurance and monitoring delivery against grant or programme conditions.	**E**	**A / I**
Experience developing evidence-based options and recommendations for strategic, commissioning or investment decisions.	**E**	**A / I**

Skills and abilities	**E = Essential D = Desirable**	**Identified By**
Knowledge of homelessness legislation, policy and prevention.	**D**	**A / I**
Understanding of barriers faced by excluded groups in exiting homelessness.	**D**	**A / I**
Knowledge of effective partnership working.	**E**	**A / I**

Personal Attributes	**E = Essential D = Desirable**	**Identified By**
Ability to manage time and prioritise work to meet deadlines	**E**	**A / I**
Ability to make decisions as to when and how duties are to be carried out and respond independently to unanticipated problems and situations.	**E**	**A / I**
A good team player.	**E**	**A / I**
Highly motivated, enthusiastic with a “can do” mindset.	**E**	**A / I**
Sound judgement and political awareness, with the confidence to make autonomous decisions within delegated authority and to recognise when escalation or formal approval is required.	**E**	**A / I**
Resilience and adaptability in managing ambiguity, sensitive issues and changing priorities across a complex partnership environment.	**E**	**A / I**
Core Behavioural Competencies	**E = Essential D = Desirable**	**Identified By**
Knowledge of information governance, including GDPR.	**E**	**A / I**
Willingness to travel across the city region as required.	**E**	**A / I**

Key to Assessment Methods:

I – Interview	A - Application	P – Presentation