

Head of Networks (Wales)

Salary Grade	F (and geographical weighting)
Type of contract	Permanent
Directorate	Mind Cymru
Department	Mind Cymru Operations
Reports to	Head of Operations (Mind Cymru) with dotted line to Associate Director of Networks
Responsible for	n/a
Location	Cardiff / Home-based with regular travel to Cardiff and around Wales
Hours	35 hours per week (1 FTE)

About the role

Mind Cymru's purpose is to lead Mind's work in Wales and to ensure that our impact is strong in both nations. Mind has a federated structure of Local Mind delivery organisations of which there are 20 in Wales.

You will be responsible for strategic engagement with Local Mind CEOs and Chairs in Wales, supporting them to help more people, more effectively nationally and regionally, optimizing income and influence and developing capacity and capability. You will be accountable for co-producing and supporting the delivery of a business strategy for the Network in Wales, working collectively with Local Minds, Mind Cymru and the Networks and Communities Directorate, and for promoting collaboration and learning amongst the Mind Federation in Wales.

You will have a significant level of responsibility and autonomy in this role, requiring high levels of initiative, flexibility and self-supervision. Specifically, your responsibilities are:

- To develop and deliver a Wales Network Strategy, to best position the network for sustainability and growth, providing both local and regional strategy support to Local Mind leaders.
- To enhance the capacity and capability in Local Minds to collaborate regionally and nationally in response to beneficiary need and commissioner intentions.
- Coordination and membership of the 'One Mind in Wales' (OMiW) strategic group, fostering collaboration and facilitating workshops with network leaders on national and regional development opportunities.
- To engage and build constructive relationships with the Chairs and CEOs of Local Minds in Wales, to enhance their knowledge and awareness of national strategy and to improve governance arrangements.
- To act as a conduit for effective cross department working between Mind Cymru and the Network and Community department at a senior level.

- Membership of Mind Cymru Senior Leadership Team (SMT)

Key Responsibilities

1. Lead the development and oversee delivery of a strategic business plan to support sustainability, reach and impact in Welsh communities by Local Minds
2. Lead on the delivery of the 'One Mind in Wales' annual work plan in collaboration with members, providing regular and ad hoc reports on progress to OMiW and Chairs group.
3. Working with the Chair of 'One Mind in Wales' and with the Head of Operations, Mind Cymru, to lead and facilitate supportive and collaborative working through this forum.
4. Working with Mind colleagues, to enable Chairs and senior trustees of Local Minds in Wales to develop their knowledge of strategic drivers and governance issues, providing platforms for peer support and collaboration.
5. Review and analyse data returns from Local Minds to identify opportunities and risks.
6. To produce and share data insights from Quarterly returns, to inform business planning with Network Leaders and to report to Mind sub Committees (Pwyllgor Wales Committee and Network Committee).
7. To develop and maintain an excellent understanding of local Mind operations in Wales and of the role of the third sector in providing mental health services
8. To engage regularly with Strategic Leads in England, for mutual support and to share good practice.
9. To map national, regional and sub-regional mental health plans, stakeholders and forums working with local Mind CEOs to ensure effective engagement and local leadership.
10. Develop and maintain strong, sustainable relationships with strategic stakeholders across Wales, both within and beyond the mental health system, to support network sustainability and growth.
11. Support the development of investment proposals, in groupings of Local Minds, to generate income for the network.
12. Establish effective systems and processes to facilitate regional and sub-regional responses to business development opportunities.
13. Support local Minds in Wales to agree on and take forward the most effective partnerships to bid for and deliver services for Local Health Board and other statutory commissioners.
14. Facilitate the sharing of good practice models of service delivery between local Minds in Wales and between England and Wales
15. To develop and maintain a detailed understanding of the Mind Federation Agreement which defines the expectations and legal requirements of all members of the Federation
16. To develop and maintain a detailed understanding of the Mind quality framework (MQM) which assesses local Minds on a 3 yearly cycle.

17. To engage in and understand mental health strategy in Wales and how it informs the work of the Mind Network in Wales.
18. To develop an understanding the public sector environment, including UHB's and Local Government (our commissioners) commissioning timelines, risks and opportunities.
19. Be an integral part of the senior management team at Mind Cymru, ensuring strong links and two-way communication between Mind Cymru and N&C, and other relevant parts of Mind.

Expectations

All members of staff at Mind are expected to embody our mission, values and competencies. This includes an expectation that they will:

- Show passion for what Mind does and the changes that we are making for people with mental health problems
- Work collaboratively across teams, departments, locations and organisations
- Stand up for what they believe is best and trust in themselves and each other
- Be open to others and ourselves and show a commitment to learning
- Be open to change and respond flexibly and quickly to the changing world
- Demonstrate organisational awareness and see the bigger picture while working towards objectives
- Communicate effectively, ensuring their messages are understood and that they strive to understand others
- Value diversity and treat others with respect, showing sensitivity towards differences, promoting and encouraging diversity, and building on people's different skills and talents to enhance the quality of their own and other's work
- Take responsibility for their decisions

Person Specification

Essential Criteria

1. Proven experience of business planning and effective delivery, preferably within a health or social care setting
2. Proven experience of influencing at a senior, strategic level
3. Experience of business development and securing resources
4. Senior level experience of working effectively in partnership with other organisations

5. Experience of building and facilitating collaborative working at a senior level
6. Ability to translate vision into strategy, & into practice.
7. Ability to work in a dynamic environment and to be flexible and collaborative
8. Ability to work under pressure, with strong personal resilience skills.
9. Proven influencing and leadership skills.
10. Excellent interpersonal, communication and presentation skills.
11. Excellent relationship management skills
12. Ability to work with and be accountable to a governing Board.
13. Self-management skills to work independently, autonomously and as part of a team.
14. Knowledge of Welsh mental health policy, funding and delivery context.
15. Understanding of the role of the third sector in developing and delivering mental health support
16. Knowledge and understanding of federated structures.
17. Ability to travel across Wales

Desirable Criteria

18. Degree, NVQ Level 4 or equivalent
19. Management qualification
20. Experience of working within a mental health, health or related social care field.
21. Project & programme management skills
22. Ability to communicate in Welsh
23. An understanding of Mind and its networks, or similar structures within the voluntary sector.
24. Experience of working within a federated structure