JOB PROFILE

1 Job Details

Job Title: Independent Chair of the Aberdeenshire Alcohol and Drug Partnership (ADP)

Rate: £375 per day – up to 40 days per year

Version Date: November 2026

2 Main Duties

- Provide independent strategic leadership, constructive challenge and assurance on the ADP's performance, quality and delivery. Work within agreed accountability and reporting arrangements with the Chief Officer of Aberdeenshire Health and Social Care Partnership (HSCP), the Integration Joint Board (IJB) and relevant governance bodies, ensuring clear links between the ADP Committee, its sub-groups and wider partnership structures.
- Lead the development and delivery of local strategies and implementation plans that reflect national alcohol and drug priorities and local needs. Maintain focus on agreed priorities, continuous improvement, public information, engagement and communication, adapting working practices where evidence shows that change is needed.
- Chair the Aberdeenshire ADP Committee and ensure appropriate representation and effective links with Child and Adult Protection Committees. Attend the Executive Group for Public Protection, Integration Joint Board and other relevant partnership meetings as required, providing assurance and escalating risks or barriers through agreed committee routes.
- Build strong, effective relationships across NHS partners, the HSCP, IJB, Chief Officers' groups, community planning, public protection, housing, justice, community safety and the third sector. Reduce silo working and enable meaningful participation by people with lived and living experience, families and communities in shaping priorities, decisions and improvement.
- Foster open, honest and appropriately challenging conversations, enabling all partners to contribute and holding senior executives and partner organisations to account for agreed commitments. Promote collective ownership of improvement, good governance and transparent decision-making, including the responsible management of public funding.
- Use performance information, self-assessment, evaluation and feedback to test progress and identify opportunities for improvement. Promote appropriate data governance, demonstrate the impact of investment and ensure that risks, inequalities and gaps in delivery are visible and addressed.
- Maintain effective communication with the Scottish Government and contribute local evidence, learning and challenges to national policy discussions. Strengthen links with other ADPs and ADP Chairs through national forums, peer support, shared learning and joint problem-solving.

3 Applicant Requirements

- Strong values, integrity and the ability to exercise independent judgement, with a demonstrable commitment to inclusion, reducing stigma and inequalities, trauma-informed practice and a human rights-based approach.
- Strategic leadership experience and the ability to build effective relationships across organisational boundaries, motivate partners and facilitate open, constructive discussions, including providing respectful challenge to senior leaders.
- The ability to develop and deliver strategies and policies, translate national priorities into local action, and maintain a clear focus on outcomes, governance, accountability and the responsible use of public resources.
- Experience of chairing groups or meetings involving different perspectives, enabling inclusive participation and supporting clear decisions and follow-through on agreed actions.
- The ability to work meaningfully with the third sector and people with lived and living experience, recognising their expertise and ensuring their voices influence the partnership's work.

Experience of alcohol and drug services or recovery, health and social care, integrated public protection, community leadership and resilience, or improvement at local, regional or national level would be valuable. Experience of public funding, data governance, self-assessment and evaluation is also desirable. We welcome relevant transferable experience and fresh perspectives from other sectors; applicants are not expected to bring every area of specialist experience at appointment, but should demonstrate the ability and willingness to develop their knowledge.

4 Working Arrangements

The Chair will have flexibility to work from home when preparing for meetings and reports, alongside attendance at the ADP Committee, relevant Chief Officers' groups, the Integration Joint Board and other partnership meetings as required. The role also requires capacity to participate in Scottish Government engagements, national forums and learning events, including peer support with other ADP Chairs.

It is anticipated that the Chair will work an average of 3 days per month, with flexibility for additional commitments up to 40 days per year. The agreed work programme should allow sufficient time for preparation, partnership engagement, reporting, national commitments and professional development.

- Key contacts include the Chief Officer of Aberdeenshire HSCP; the Chief Executive of Aberdeenshire Council as Chair of the Executive Group for Public Protection; the Chief Social Work Officer; Heads of Service; Public Health; Child and Adult Protection Committee Chairs; and partner organisations and community representatives contributing to the ADP's work.
- The Chair will work closely with the ADP support team to coordinate the local strategy, implementation plans, annual reports and reporting to the Scottish Government and Integration Joint Board. Clear reporting arrangements should support consistent assurance on national priorities, local delivery and associated data.

- The Chair will facilitate active participation by partners in strategic decisions, funding recommendations and implementation of evidence-based practice, including opportunities for joint working across Grampian ADPs. Agreed governance arrangements should clarify the ADP's remit, the budgets within its responsibility and partners' respective accountabilities for decisions and delivery.
- Accountability, reporting, support and appraisal arrangements will need to be clearly agreed, alongside the time and infrastructure required to fulfil the role effectively. Recruitment and induction should involve key stakeholders and establish shared expectations with executive leads and partner organisations.

5 Professional Development

The Chair is expected to participate in an agreed induction and ongoing learning and development relevant to the role, including local training, national development opportunities and the ADP Chair Leadership Forum. Development priorities should be identified through appraisal, recognising the experience the individual brings and any gaps to address. The Chair will maintain knowledge of alcohol and drug policy, recovery, whole-system public health, public protection and good governance, champion an anti-stigma, trauma-informed and human rights-based approach, and remain open to learning and doing things differently.