

# **Guidance on using the CAYA Leadership Framework**

## **Introduction**

The CAYA Leadership Framework has been developed to help you to become better leaders. It has been based on the National Skills Academy for Social Care - National Leadership Qualities Framework, so is consistent with Adult Social Care; and aligns with the Ofsted good practice report “Joining the Dots... Effective Leadership in Children’s Services”, which also builds on the leadership framework.

It is useful for everyone whether you have a formal leadership responsibility or not. It describes the things you see leaders doing at work and is organised in such a way that helps everyone to see how they can develop as a leader.

Leadership behaviours affect the culture and climate that you and your teams work in. Being aware of your personal qualities, their strengths and limitations will have a direct effect on how you behave with others and them with you.

The CAYA Leadership Framework and CAYA self-assessment tool have been approved by CAYA Senior Management Team.

## **How the framework will be implemented**

The Leadership Framework and self-assessment tool will be implemented starting from the top of the organisation in April 2015 with SMT members using the framework in their My Plan meetings with the Strategic Director, and both parties completing the self- assessment tool.

The completed tool can be used as part of the My Plan discussion for the leadership element of your role, and as evidence to identify on-going support and development required.

A development plan can then be drafted for any internal and external training and development activity identified.

SMT will then roll out the implementation of the Leadership Framework and self-assessment tool with their Heads of Service and them with their Service managers, to enable the process to be cascaded through the structures, and leadership development plans produced at all levels.

These plans will help to design a CAYA Leadership Development Programme incorporating a range of activities and events.

## **Using the framework**

The framework is designed as a comprehensive guide, allowing users to come back and reference it as required. It is not intended to digest it in one go. Instead you should go through each section, one part at a time, with your team or manager as

appropriate. The first step is to identify which level of leadership applies to you. Once you have done this you will be able to cross-reference your own performance against the behaviours expected at the relevant leadership level, and produce a leadership development plan.

The final and most important step is to identify how these general principles apply to your role in practical terms.

It is hoped that this will enhance both your understanding of leadership and your ability to achieve excellence within your role.

Now you are ready to begin your leadership development!

If you require any further advice and support on using the framework or tool please contact the [HRteamCAYA@derbyshire.gov.uk](mailto:HRteamCAYA@derbyshire.gov.uk) (leadership development).