

HR DIRECTOR

REPORTS TO: Executive Director of Operations

KEY RELATIONSHIPS: CEO, Executive Team and senior leaders

SCOPE: People strategy, learning, skills, development and organisational capability

Role purpose

The HR Director will lead the development and delivery of an ambitious People Strategy that enables us to attract, develop, motivate and retain excellent people, and build the organisational capability required to deliver its strategy and future ambitions.

We are an ambitious organisation, well funded and with a track record of success in delivering for young people. We are now starting the second phase of our ambitious strategy. This brings about the requirement for People team continues to both enable our strategy whilst at the same times delivers efficiencies, and connectivity with the organisation.

Reporting directly into Executive Director, the postholder will be a trusted and influential partner to the Chief Executive Officer, Executive Team and senior leaders, the postholder will provide strategic leadership across workforce planning, organisational design, culture, leadership, talent, reward, equality, employee experience and organisational effectiveness.

The HR Director will position the People function as a genuine strategic partner while ensuring excellent delivery of its core professional responsibilities. This includes strategic workforce planning, developing a distinctive offer for young people, volunteers and staff, and creating an outstanding learning offer that strengthens skills, leadership and organisational capability. We are looking to further improve our culture, and you will lead this agenda.

The postholder will build on the existing strengths of the People function while improving its effectiveness, efficiency and connectivity. They will create a distinctive people experience, with an ambitious and high performing People team, excellent in the use of technology, systems and data, and ensuring the function has the capability, confidence and capacity.

This can be your first HR Director level role or you can bring experience from other directorships and you can come from charity sector or other backgrounds. We are looking for an ambitious, dynamic and resilient HR leader who will bring energy and momentum to our People agenda. You will combine a can do approach with the judgement to navigate challenging conversations and manage people risk effectively. We are looking for someone with strong HR expertise, strategic ambition and the energy and passion to further improve our culture, strengthen workforce planning and build a People function that is even more connected to the wider organisation.

What the HR Director will deliver

1. **People strategy and workforce planning** Develop and deliver a People Strategy and long term workforce plan aligned to the strategy; anticipating future skills, capacity and critical role needs; and provide strategic advice to the CEO, Executive Team and Board.
2. **Organisation, culture and change** Lead organisational design and the people dimensions of major change; strengthen organisational effectiveness, accountability and culture; and ensure change is well planned, fair and successfully embedded.
3. **Leadership, talent and learning** Build leadership and management capability; establish effective succession and talent arrangements; and create an outstanding learning offer for staff, volunteers and young people.

4. **Distinctive people experience** Develop a compelling and truly recognizable offer for volunteers and staff covering attraction, recruitment, reward, wellbeing, engagement, performance and career development, supporting retention and high performance.
5. **Professional HR, governance and risk** Ensure excellent employee relations, employment practice, safeguarding interfaces, people governance and workforce risk management, with clear assurance, effective policies and high quality advice.
6. **A modern, high performing People function** Lead, develop and empower the People team; further simplify and improve services; enable proficient use of technology, systems and data; and create a connected function focused on strategic value and continuous improvement.

How will we know that we are successful

- The organisation has a clear, costed People Strategy and long term workforce plan aligned to its organisational priorities and future capability needs.
- Leadership and management capability improves, with succession coverage and clear accountability and reward mechanisms for performance.
- A uniquely distinctive and compelling offer for staff, volunteers and young people is in agreed, supporting attraction, engagement and retention.
- Learning and development is recognised as a strength and builds the skills, leadership and organisational capability required.
- Major organisational changes are delivered fairly, effectively and with sustained adoption of new structures and ways of working.
- People data, workforce insight and risk reporting routinely inform and offer insight to improve performance for Executive and Board decision making.
- Core HR services are timely, trusted, compliant and delivered efficiently, with effective workforce controls and minimised avoidable complexity.
- The People function is recognised as an ambitious, proactive and credible strategic partner across the organisation.

Experience and capabilities

Essential experience

- Senior leadership experience in HR portfolio.
- Evidence of developing People Strategy and strategic workforce plans linked to organisational delivery and affordability.
- Experience of organisational design, culture change, leadership development and transformation.
- Ability to deliver excellent employee relations, reward, talent, performance, equality, governance and employment risk.
- Experience of leading and improving a People function or a part of, including technology, systems, data and service delivery.
- Relevant professional qualification or equivalent senior level expertise; CIPD Chartered Fellow status is desirable.
- We are looking for someone with a passion for people agenda, able and determined to make a positive impact to the team.

Leadership capabilities

- Strategic and organisationally astute, with the confidence to influence at Executive and Board level.
- Commercially and financially aware, able to balance ambition, affordability, risk and employee experience.

- Inclusive and values led, ambitious with a strong can do attitude, integrity and the ability to handle sensitive matters.
- A strong organisational leader who builds trust, capability and accountability in others.
- Evidence led and outcomes focused, using insight to turn strategy into practical delivery.
- A collaborative change leader with energy, resilience and a continuous improvement mindset.

Role expectations

The postholder will model our values, promote equality and inclusion, safeguard the wellbeing and dignity of young people and colleagues, and contribute collectively to the leadership. The duties may evolve in line with organisational priorities and the seniority of the role.