

People Development Manager - People Team - Grade H

Job Description

Purpose

To raise leadership capacity across the organisation, developing leaders to create the environment where colleagues have the skills and motivation to deliver the University strategy.

Duties

1. Provide a comprehensive approach to leadership enhancement by developing interventions and programmes in conjunction with senior stakeholders, reflecting UCLan values and focusing on the University's priorities,
2. Personally design and deliver development interventions with individuals and groups across the University using a variety of methods, technology and blended approaches.
3. Maximise resources available through the identification, delivery and evaluation of cost effective and targeted learning and development interventions which meet organisational needs.
4. Source, develop and manage key supplier relationships, ensuring high quality solutions adhering to University governance requirements.
5. Provide professional learning and development leadership within the team and wider University to benefit all colleagues.
6. Monitor, evaluate and report on the effectiveness and impact of all activities delivered aligned to our strategies.
7. Participate in the wider success of the organisation, in term of University wide events such as Open Days, Lancashire Science Festival etc.
8. Contribute to and support the improvement of the student experience.
9. Undertake other relevant duties and responsibilities appropriate to the grade of the post.

Person Specification

Knowledge, Skills, and Behaviours (Essential)

- Experience of designing and delivering development programmes at all levels, particularly in a large complex organisation, using different mediums (Application/Interview).
- Significant experience of managing multi-stakeholder projects and building strong working relationships with a broad range of colleagues (Application/Interview).
- Experience of navigating organisation challenges and proactively engage with learning and stakeholders to improve leadership performance (Application/Interview).

- CIPD or other relevant professional qualification (Application).
- Excellent written and verbal communication skills and an ability to persuade and influence (Application/Interview).
- In depth knowledge of people theory, design and delivery methodologies and current thinking in development with the creative ability to provide effective interventions which is low cost (Application/Interview).
- An understanding of and demonstrable commitment to the University's Values of Achieving Together, Being Proud, Creating Opportunity and Supporting All, as a framework for decisions, actions and behaviours (Application/Interview).

Knowledge, Skills, and Behaviours (Desirable)

- Experience of working in Higher Education or a similar professional environment (Application/Interview).
- Learning and Development, or Coaching Qualification (Application).
- Able to role model the ideal leadership and management approach with the People Team (Application/Interview).
- Advanced facilitation skills, including coaching and mediation skills and the ability to flex, change course and adapt to organisation needs (Application/Interview).