

London Borough of Redbridge

About Redbridge

Redbridge is home to 311,000 residents, more than 350 local voluntary and community organisations and thousands of businesses. We are among the fastest growing parts of the country and the third most diverse London borough. Our communities are attracted by a mixture of excellent schools, relatively affordable housing compared to other parts of London, high quality open spaces and rapid transport connections into the heart of the city.

Our population is getting both younger and older - driving increased demand in both adults and children's services. A growing population has placed huge pressure on a housing stock built for a different era. The pace of change to meet these challenges is phenomenal.

Alongside our values of **Collaboration, Honesty, Excellence and Fairness**, we have an ambitious strategic delivery plan to make Redbridge a great place to live.

Job Description

Job Title:	OD Manager		
Accountable To:	Head of Organisational Development		
Grade:	TBC	Salary:	LBR 18
Direct Reports:	OD Lead and EDI Lead	Total Staff & Budget:	3 x FTE, Budget TBC

Purpose of the Role

As Organisational Development (OD) Manager, you will partner with senior leaders, management teams, and key stakeholders to strengthen organisational capacity, drive cultural transformation, and ensure the workforce is skilled, engaged, and aligned to deliver the Council's priorities. You will lead and shape innovative, evidence-based OD and culture change initiatives, ensuring the organisation is equipped to meet current and future workforce challenges while fostering an inclusive workforce that reflects the diverse communities we serve.

The OD Manager will ensure the Organisational Development function is fully aligned with the wider HR team, enabling OD interventions that effectively support the needs and priorities of the Council's workforce. This role will lead the design and delivery of an innovative and impactful Equality, Diversity, and Inclusion (EDI) strategy and programme of work for its employees.

Working collaboratively across services, you will play a key role in delivering the Council's People Strategy, ensuring OD programmes and projects are effectively designed, implemented, and embedded in a sustainable way. You will support leaders to build high-performing teams, enhance organisational effectiveness, and create a positive and resilient workplace culture.

- To uphold the Nolan [Seven Principles of Public Life](#).
- Ensure that both **internal and external communications in relation to the service are effective**, appropriate and improve and enhance the reputation of the service and the Council.
- Effective **resource management**, including prioritisation, resource allocation and controlled spending while investing and spending for long-term value as well as near-term cost/benefit.
- To model a **culture of openness, inclusivity, learning and public service** and assure effective teamwork and corporate working.
- Impartially engage in the **political interface** and overlaps of officers with councillors, codes, standards, protocols and respect.
- To observe good and effective **governance** across the organisation.
- To support a culture of **continuous improvement**, encouraging learning and curiosity.

Key Accountabilities

Lead the development and delivery of the Council's Organisational Development Strategy and People Strategy priorities, ensuring OD programmes and projects are effectively designed, implemented and embedded in a sustainable way.

- Act as one of the Council's lead advisers on organisational development, culture change, leadership development and workforce transformation, providing strategic advice and challenge to senior leaders.

- Lead and deliver a forward-thinking cultural transformation programme that strengthens organisational values, enhances employee engagement and supports high performance.
- Lead, motivate and develop the OD team, setting priorities, allocating resources and promoting an inclusive, high-performing culture that reflects the Council's commitment to equity, diversity and inclusion.
- Lead the design and delivery of learning, leadership and organisational development programmes that build capability and support the achievement of service objectives.
- Lead organisation-wide change initiatives and oversee the delivery of key OD and EDI priorities.
- Lead on the production and presentation of workforce equality and diversity reporting (including Gender Pay Gap), translating insights into clear, actionable plans and recommendations for senior leadership and governance forums.
- Support pay and reward strategies and reviews to improve attraction, retention and workforce sustainability, particularly in hard-to-recruit areas.
- Develop and embed coaching, mentoring and talent development initiatives that recognise and nurture potential and support career progression.
- Commission and manage internal and external expertise to deliver OD programmes effectively, ensuring value for money and high-quality outcomes.
- Lead the Council's approach to skills development, workforce planning and succession management, engaging stakeholders to ensure delivery across all directorates.
- Ensure full compliance with data protection legislation, maintaining confidentiality, integrity and security of all information.
- Fulfil all responsibilities in line with Health and Safety legislation and Council policy, promoting a safe and healthy working environment.
- Undertake any other duties appropriate to the role and grade, contributing flexibly to organisational priorities.

Corporate working

- Brief and advise, as required, Elected Members, the Chief Executive, Executive Directors and other senior officers, as appropriate.
- Act as a visible role model, embedding the behaviours and principles of the Council's culture.

Politics and political interface

- Develop and maintain **effective working relationships** with elected Members.
- Promote a **culture of political awareness** amongst officers to help translate political will into appropriate future strategies and delivery of outcomes.

Good governance

- Work to ensure that **legal, financial, procedural** and other provisions governing the affairs of the Council, are properly observed and that appropriate action is taken to protect the best interests of the Council.
- Work to ensure that **risks** associated with Council activity are effectively mitigated, including the risk of fraud and corruption.

Public Ethics

- Ensure that fairness is observed in **equal treatment, equal opportunity, relational equality, and equity**.

Continuous Improvement

- Support a culture of **continuous improvement and innovation**, identifying opportunities for **income generation**, with plans for the effective implementation of **efficiency savings**.

Other Duties

- Demonstrate commitment and support for **safeguarding** the welfare of children, young people and adults at risk.
- Ensure all duties are carried out in **compliance** with the Council's financial regulations, policies for Diversity, Equal Opportunities, Risk Assessment, Health and Safety and all relevant statutory or professional requirements.
- Perform **any other duties** imposed by law, or which the Council may reasonably require.

Person Specification (E = Essential, D = Desirable)

Qualifications

- Membership of CIPD (Level 7 CIPD qualification) – E
- Evidence of continuous professional development – E
- Executive Leadership Coaching - D

Knowledge

- Sound understanding of good practices within OD and how best to apply initiatives to ensure sustained change and improvements. - E
- Knowledge of organisational development principles, models, and practice - E
- Understanding of organisational design, change management, and culture transformation - E
- Extensive knowledge of relevant employment legislation relating to people services and EDI - E
- National and regional policy issues which relate to OD - E
- Good governance principles in the corporate and/or public sector, as well as internal processes of scrutiny and formal checks and balances - D
- Safeguarding duties & responsibilities - D
- Health & Safety good practice - D
- Strategic workforce planning and organisational effectiveness - E
- Corporate governance and decision-making - D
- Experience of translating corporate priorities into OD strategy - E
- Financial and commercial understanding relating to OD investment and commissioning - D

Experience

- Significant experience leading organisation-wide organisational development, culture change and workforce transformation programmes, delivering measurable improvements in organisational performance and workforce outcomes - E
- Proven track record of developing and implementing OD strategies, translating corporate priorities into sustainable organisational change and measurable results. - E
- Substantial leadership and management experience, including leading, motivating and developing high-performing teams, managing performance and delivering successful outcomes - E
- Experience of organisational design, workforce planning, service redesign and leadership development within complex organisations - E
- Experience of advising Executive Directors, senior leaders and elected Members, influencing decision-making and building effective stakeholder relationships - D
- Proven ability to use workforce data, insight and evidence to inform strategic decision-making and organisational improvement - D
- Experience of managing budgets, commissioning services and ensuring value for money through effective resource management - D
- Experience of operating successfully within a politically sensitive environment, promoting continuous improvement, organisational learning and equity in employment and service delivery - E

Skills and Abilities -

- A high degree of **openness, honesty and personal integrity** with an ability to engender trust & confidence amongst peers, staff, residents & stakeholders. - E
- Ability to **manage calmly and with clarity of purpose** in highly visible and accountable circumstances - E
- Have a clear, understandable and confident **communication style** and **negotiation skills** that foster team working and improves organisational effectiveness - E
- Able to **deescalate tensions and de-personalise conflict** between individuals and parties - E
- Able to balance **management grip and empowerment** commensurate to risk and its mitigation through internal controls - E
- **Personal resilience** with the capacity to cope with ambiguity, uncertainty and pressure and the ability to work under public scrutiny whilst maintaining a sense of perspective - E
- Personal commitment to **continuous improvement and the development of others** - E
- Ability to meet **tight deadlines and prioritise** workloads - E
- Ability to influence and challenge senior leaders constructively - E
- Ability to think strategically and translate organisational priorities into workforce solutions - E
- Political awareness and ability to operate effectively in a complex stakeholder environment - D
- Ability to lead organisational change through others - E

Additional Information

- The role will involve irregular working patterns and will require the post holder to be able and willing to work during these periods, including evenings and occasional weekends.

**The salary scale is inclusive and recognises the volume of work in addition to and outside the Council's normal office hours required by the post*

- This post falls within the 'politically restricted' category under the Local Government and Housing Act 1989. The detail of the restrictions this places upon you are as outlined in the Statement of Main Terms and Conditions of Employment.