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 Lead (ASC)		
Accountable To:	OD Manager		
Grade:	LBR15	**Salary:**	£60,393-£63,690
Direct Reports:	Nil	**Total Staff & Budget:**	Nil

Purpose of the Role

As a Lead Organisational Development (OD) professional, you will support the OD Manager and Head of OD in working with senior leaders, management teams and key stakeholders to strengthen organisational capacity, deliver cultural transformation, and ensure the workforce is skilled, engaged and aligned to the Council's priorities.

The role will have a particular focus on Adult Social Care, applying specialist knowledge of the sector and the CQC assessment framework to work with leaders, managers and workforce colleagues to identify priorities and design targeted workforce interventions. This will include supporting workforce planning, recruitment and retention, skills for good care practice, leadership and management development, culture and engagement, learning and development, and service improvement, helping Adult Social Care demonstrate a skilled, supported and sustainable workforce that delivers safe, effective and person-centred services.

Working as part of the wider OD and HR function, you will help ensure OD activity is aligned and coordinated, delivering interventions that meet the needs and priorities of the workforce.

Collaborating across services, you will support the delivery of the Council's People Strategy by designing and implementing OD programmes and projects that are practical, impactful and sustainable.

- 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

- The role will have a particular focus on Adult Social Care, applying specialist knowledge of the sector and the CQC assessment framework to work with leaders, managers and workforce colleagues to identify priorities and design targeted workforce interventions.
- Support the delivery of the Council's People Strategy by designing, implementing and embedding organisational development programmes and initiatives across the Council.

- Support and lead the delivery of culture change and organisational transformation programmes that strengthen organisational values, employee engagement and performance.
- Lead and support the design, delivery and evaluation of leadership development programmes that build leadership capability, support succession planning and enable high-performing teams across the Council.
- Provide specialist OD expertise to services, supporting managers and leaders to implement effective people and organisational solutions.
- Support the development and delivery of pay and reward initiatives that improve attraction, retention and workforce sustainability.
- Develop and deliver coaching, mentoring, talent development and leadership initiatives that support employee growth and career progression.
- Design and facilitate workshops, leadership events, team development sessions and organisational development interventions for a range of stakeholders.
- Lead and support workforce planning, succession planning and skills development activity through stakeholder engagement, analysis and programme delivery.
- Use workforce data, insight and feedback to evaluate the impact of OD interventions and inform continuous improvement.
- Build effective relationships across services to support the successful delivery and embedding of OD initiatives.
- 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

- Act as a visible role model, embedding the behaviours and principles of the Council's culture.

Politics and political interface

- 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 **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) or equivalent professional qualification - E
- Evidence of continuous professional development in relation to OD delivery - E
- Executive Leadership Coaching - D

Knowledge

- Specialist knowledge of Adult Social Care work and the CQC assessment framework in order to identify priorities and design targeted workforce interventions. - E
- 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

Experience

- Experience of Adult Social Care work and the CQC assessment framework and evidence of identifying priorities and designing targeted workforce interventions - E
- Proven experience designing and delivering organisational development interventions, leadership development programmes and change initiatives that deliver sustainable improvements in organisational effectiveness - E
- Experience supporting organisational change, organisational design, workforce planning and service improvement activities within a complex organisation - E
- Experience facilitating workshops, developing leaders and working collaboratively with managers, teams and stakeholders to embed change - D
- Strong experience using workforce data, insight and evidence to evaluate impact, inform OD activity and support continuous improvement - D
- Experience managing projects and coordinating the successful implementation of organisational development programmes and initiatives - 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
- Excellent facilitation and coaching skills - E
- Ability to build effective working relationships across services - E
- Strong project management and implementation skills - E
- Ability to translate strategy into practical OD interventions - E