

Introduction

We have an opportunity for an Organisational & Leadership Development Specialist to join us for 12 months to provide specialist skills in leadership development, organisational design and development and contribute to delivering our ambitious Belonging & Inclusion and Employee Engagement action plans. This is a part-time role for 12 months, and we are open to possibilities of flexible working including job share, and day-rate contractor (inside IR35) arrangements.

The Human Resources department provides a strategic and operational HR service to the seven National Church Institutions (NCIs) and the 42 Diocesan Bishops' offices. Our **HR Operations** team focusses on the entire employee lifecycle providing support, advice and guidance to senior leaders, line managers and staff. The **Organisational Development** team lead on culture, values, wellbeing, development, and our belonging & inclusion strategy. Through our **External Service** team, we also offer HR support on a consultancy basis to other Church of England organisations including our dioceses and cathedrals.

We are a friendly, diverse, well respected, and highly engaged HR team who are committed to actively sharing knowledge and learning across the team and beyond. We encourage flexible working within the team and meet online weekly and in-person once a month for collaboration, knowledge-sharing and building relationships within the team.

What you'll be doing

As a credible senior strategic partner, you will support Directors to engage and develop their teams and take accountability for inclusion, wellbeing, and performance. You will bring your expertise in organisational design and development to support strategic decision making.

You will use your facilitation and project delivery skills to design and deliver interventions which support the effectiveness of senior leaders and their teams. You'll provide advice to colleagues within the OD team and wider HR team, the People Director and other senior stakeholders, embedding clear expectations of leadership behaviours based on our Values and Behaviours, and using 360-degree feedback as a tool to support our leaders.

You will also bring your Organisational Design and Change expertise to support the strategic planning for restructures across the organisation.

MAIN DUTIES AND RESPONSIBILITIES

Some illustrative priorities for this role would be:

- Developing an approach to enabling internal mobility between the NCIs and our dioceses in order to enhance opportunities for career development for all,
- Providing targeted support to Directors and their teams following the Staff Survey to support employee engagement.

- Supporting our senior leadership cadre through developing opportunities for knowledge sharing and support, e.g., action learning sets, senior leader away day, and informal learning lunches.
- Work in partnership with an external supplier to maximise the impact of our Confident Leadership programme.
- Contribute to the facilitation and delivery of NCI learning and development programmes, for example, the Confident Career programme, Reciprocal Mentoring scheme, and the Difference Course for Senior Leaders.

About You

The Church of England is for everyone and we want to reflect the diversity of the community the Church serves across the whole country. Therefore, while of course we welcome all applications from interested and suitably experienced people, we would particularly welcome applicants from UK Minoritised Ethnicities (UKME)/Global Majority Heritage (GMH) and other under-represented groups.

Essential

Knowledge/Experience

- Track record in leadership development and coaching including the use of 360 feedback.
- Extensive experience of facilitating training and workshops with a wide range of audiences including to senior leaders.
- Experience of enabling career development and/or internal mobility through organisation- wide intervention.
- Excellent understanding of organisational design, development and restructure principles and significant experience of supporting change in complex organisations.

Skills & Abilities:

- Collaborative, inclusive, strong listening and influencing skills, confident with stakeholders at all levels, personally resilient and with some experience of strategic partnering.
- Strong written and oral communication for a variety of channels and audiences, including presenting and representing and preparing both formal papers and PowerPoint presentations.
- Good analytical skills, able to draw out key points from a range of quantitative, qualitative data and other research and insights.
- Understanding of, or willingness to learn, PPM disciplines, methodology and tools.
- Strong personal commitment to the aims and objectives of the Belonging and Inclusion Strategy.

Desirable

- Experience of working in a values-driven multi-stakeholder environment, likely to be in public or charity sector.
- Chartered MCIPD, Change Management / OD qualification, and/or Chartered Occupational Psychologist

About the National Church Institutions (NCIs)

The National Church Institutions comprises a wide variety of teams, professions and functions that support the mission and ministries of the Church of England in its vision to be a church, centred on Jesus Christ, for the whole nation - a church that is simpler, humbler, bolder.

We Include, You Belong

Our Belonging and Inclusion Strategy aims for everyone in the National Church Institutions (NCIs) to feel that they belong, and are valued for who they are and what they contribute. Together, our people contribute in different ways towards our common purpose, whichever NCI they work in and whatever their background.

Living out our values in all that we do, we:

- Strive for **Excellence**
- Show **Compassion**
- **Respect** others
- **Collaborate**
- Act with **Integrity**

We believe our commitment to belonging and inclusion fuels our progress and drives us forward. The NCIs are a safe, inclusive workplace for people of all backgrounds and walks of life. We welcome applications from people of all faiths and of no faith. We want to encourage applications from a diverse group of people who share our values. Even if you have never thought about working for us before, if you have the skills and experience we're looking for then we would like to hear from you.

Vacancy Summary

JOB TITLE:	Organisational & Leadership Development Specialist
NCI ENTITY:	Church of England Central Services
DEPARTMENT:	Human Resources
GRADE:	Band 3 Standard Point
SALARY:	c£56k
WORKING HOURS:	Flexible
PRIMARY OFFICE LOCATION:	Church House, Great Smith Street, London SW1P 3AZ
HYBRID WORK ARRANGEMENTS:	1 day per week from Church House on average
SUITABLE FOR FULL HEMWORKING:	<input type="checkbox"/>
HEMWORKING REQUIRED:	<input type="checkbox"/>
CONTRACT TYPE:	Fixed-Term
LENGTH OF CONTRACT:	12 months
IS A DBS CHECK REQUIRED? IF YES, WHICH LEVEL	<input type="checkbox"/> Select level of DBS Check required
IS A FAITH-BASED GOR APPLICABLE FOR THIS ROLE?	<input type="checkbox"/>
ORACLE POSITION CODE:	8102259
COST CODE:	50201
PARENT POSITION:	8017493