

## HRD Consultant

**Job purpose:** To support the head of HRD in the delivery of value added HRD services including the provision of strategic and tactical advice and solutions to management on the HRD requirements and implications for the delivery of their business plans

### Key Accountabilities

- The provision of support to the head of HRD in the promotion and development of people implications in the strategic and annual business plans of the SRA
- Assist with the implementation of the agreed HRD plan in addition to supporting the SRA strategic and annual business plans
- Provision of risk based advice on the people and all ER implications of planned organisational projects / reviews and change programmes, engaging the support of HRD colleagues in the Centres of Excellence and HRD Direct as appropriate
- Work with HRD Direct and the Centres of Excellence to ensure the development of appropriate HRD policies and procedures which enable achievement of business objectives
- Working with HRD Direct colleagues to ensure the provision of regular reports, trend and qualitative analysis on key people issues and metrics
- Delivery against agreed SLAs will be essential
- The crafting and delivery of key recommendations for managers to ensure the effective resolution of issues in a fast paced, pressured and demanding environment.

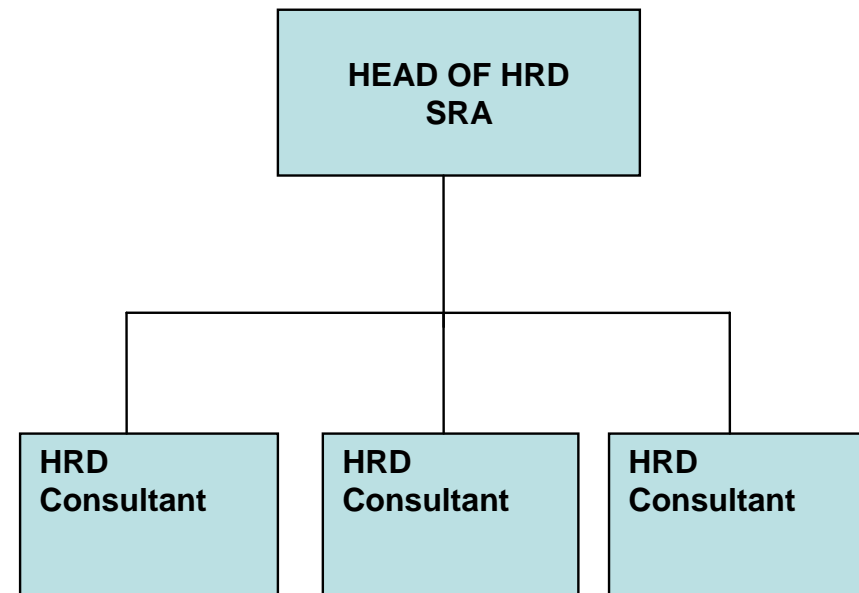
### Knowledge, Skills & Experience

- Experience of providing tactical, risk based advice
- Experience of identifying and supporting people and change management implications arising from improvement or change programmes
- Must be able to analyse complex situations and then make well considered decisions quickly and confidently, at times supporting business decisions even when controversial or unpopular
- Demonstrates an ability to build and maintain effective working relationships
- Deals confidently and assertively with very senior and influential individuals and organisations
- Excellent coaching and mediation skills

### Planning & Organising

- Can identify key milestones in complex planning processes and situations
- Draws up clear goals and milestones and measures these in order to monitor achievement against plans
- Monitors the use of resources to identify where and how they may be more effectively used
- Identifies and communicates priorities in line with business and customer requirements
- Identifies who should be involved and when and works to get buy-in

### Organisation Chart



## Dimensions

- The role provides HRD support and advice to circa 100 managers / employees complement of circa 600 employees.