

## Transformation Lead – Grade 15

Our vision for Kirklees is to be a district which combines a strong, sustainable economy with a great quality of life – leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives.

Through We're Kirklees' we can deliver our shared outcomes by working with people, working in partnership, and working in a place-based way. We're Kirklees is also the journey we're on to keep improving to become the best organisation we can be. It is about a focus on delivering the best for all those who live, work, visit and invest in the area, working together with our communities and partners in ways that benefit all the towns and villages within Kirklees. This requires us to build a new relationship with communities, make best use of all available resources and collaborate with our partners. To be successful, all of this activity has to be underpinned by a modern, flexible and emotionally intelligent workforce.

As Transformation Lead you will lead and manage one or more of the Council's priorities within the transformation programme. To be successful in this role you need the behaviours, knowledge and experience to influence senior stakeholders and enable transformational change. We are looking for people who live all of the Council's behaviours and continually strive for excellence. If successful, you will join, and help to lead, an ambitious, creative and highly collaborative team which aims to exemplify the We're Kirklees' ways of doing things.

This role is based within Transformation, part of the Corporate Services Strategic Area. Find out more about [working for Kirklees](#).

### The Job

Reporting to the Head of Transformation, you will have day to day responsibility for leading one or more of the corporate priorities within the transformation programme.

You will provide subject matter expertise and insight to services across the Council, who are looking to transform what they do and how they do it.

You will work in a highly collaborative way with colleagues from other key enabling functions and partners to support the delivery of our shared outcomes.

As required, you will work with partner organisations and colleagues from other Councils to understand opportunities and challenges in the wider public sector, and how the Council can effectively learn from and collaborate with partners to support transformation.

A key element of this role is the ability to work with stakeholders to make change happen 'on the ground'. It requires a proven track record of effectively implementing change in a complex environment (not just talking about it).

This role will require you to act as a positive champion for transformational change, with the ability to encourage, influence and lead others.

### Job Checklist

- Leads an area of subject matter expertise in one or more areas of transformation and change. Relevant areas of specialism include, but are not limited to; developing new delivery models, systems thinking, and behavioural insight.
- Acts as the in-house expert on their area of specialism and works with services across the Council to apply this specialism to priority projects. Manages the associated work programme from end to end, with oversight from the Head of Service.
- Manages the relevant transformation budget for their area of specialism and manages any related contracts with third party providers.
- Develops and shares knowledge of public and private sector innovation nationally and internationally with Council colleagues and partners. Advises on appropriate and achievable ways for innovative practice to be applied at a local level.
- Builds effective relationships in order to influence change.
- Supports and/or mentors other members of the team to deliver agreed outputs and objectives to agreed deadlines and to a consistently high standard.
- Contributes to the strategic direction of transformation as a function and deputizes for the Head of Service as required.

## The Person

We need our employees to be driven to achieve the best, to be hard working, respectful and thoughtful to each other and our customers and to be creative, wherever they work.

Your behaviour, experience and knowledge will give you the credibility that you need to build effective working relationships across the organisation, including with Councillors and senior leaders. You will need to be resilient, proactive and tenacious, able to draw on your experience of supporting change 'on the ground' with a range of services or organisations.

You will be a strategic thinker, able to understand how your work contributes to the delivery of our shared outcomes, and how Kirklees can work with partners locally, regionally and nationally.

You will have a strong area of subject matter expertise, be flexible, and willing to take on challenges as necessary.

You will be able to work independently and use your initiative and judgement to lead your work programme on a day to day basis. You will be adept at managing a complex workload and competing priorities.

You will be an excellent communicator, with strong influencing skills. You will also have high standards and a reputation for delivering excellence.

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

We also expect you to promote and role model the Council's expectations of a manager within the organisation.

This role is at level 3. The Council's [Behaviours and Expectations](#) will be tested throughout the selection process.

## Person Checklist

- Recognised technical expertise in one or more areas of transformation and change (evidenced through qualifications and/or equivalent experience) as well as the ability to apply to this area of work.
- Proven ability to lead a large and complex programme of work, with appropriate oversight and support from the Head of Service.
- Experience of managing budgets and contracts with third party providers.
- Experienced in supporting change in a range of service areas and/or organisations.
- Experience of working in partnership with other Councils or public sector partners.
- Strong stakeholder management, influencing and relationship building skills.
- Ability to manage competing priorities.
- Ability to effectively mentor, support and empower staff to produce an excellent quality of work.
- Ability to work independently, and deliver work to agreed deadlines.
- Has some experience of working with elected members and displays political awareness.
- Has a good working knowledge of public and private sector innovation nationally and internationally and is able to apply this as appropriate within the Council.
- Can command the respect of people at all levels of the organisation, including from frontline teams, peers and senior managers.

*This Role Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience and grade of this job.*

**For Recruitment Purposes:** In order to be shortlisted for this job please demonstrate in your application how you meet the Person Checklist.