

# Transformation Lead – Grade 16

## Job purpose

We've been on a journey over the recent years to develop a very different organisation, one which is outcome focused. We want Kirklees to be a place which combines a strong and sustainable economy with a great quality of life; a place with thriving communities, growing businesses, high prosperity, low inequality and where people enjoy better health throughout their lives.

The Council and its partners are undertaking a significant portfolio of transformational change activities that impact across the whole of the council and Kirklees. Delivering complex whole system-wide changes, focused on improving outcomes, requires us to be whole system leaders and consider new ways of working to meet the needs of citizens.

To achieve our shared outcomes requires us to work with people, work in partnership, and work in a place-based way. Requiring us to build a new relationship with communities, make best use of all available resources and collaborate with our partners. To be successful, all 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 transformation priority programmes. You will be a transformation business partner to one of more of the organisation's directorates. 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 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.

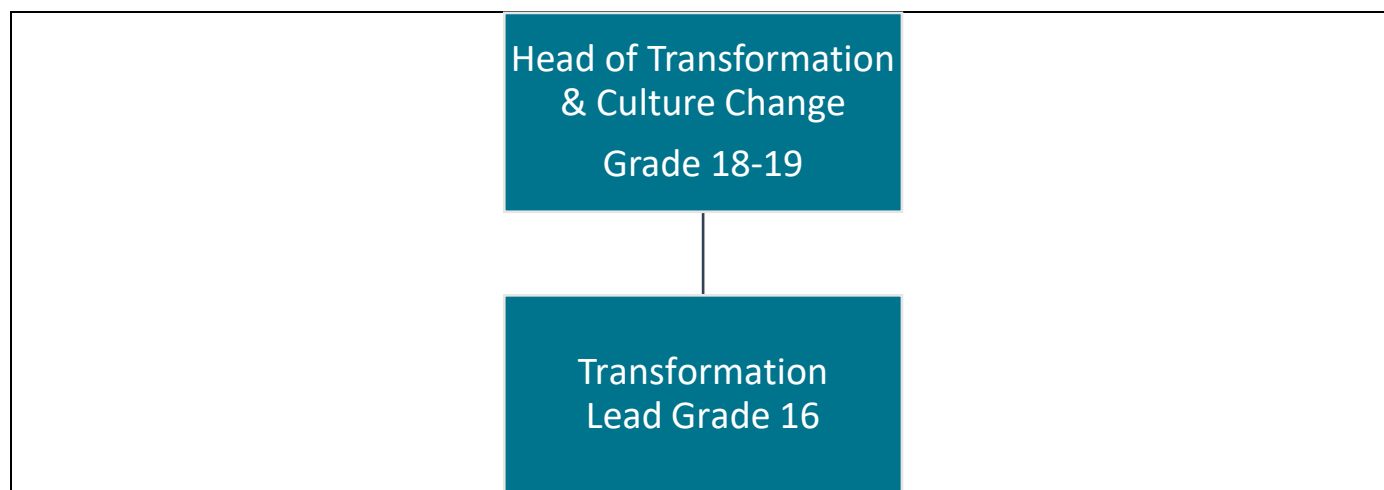
This role is based within [Corporate Strategy, Commissioning & Public Health](#). Find out more about [working for Kirklees](#).

## Key areas of responsibility

- Reporting to the Head of Transformation and Culture Change, you will have day to day responsibility for leading one or more of the corporate priorities within the transformation program.
- 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).
- Provide a business partner function to one of more directorates within the Council, including subject matter expertise and insight to services across the Council, who are looking to transform what they do and how they do it.
- Work in a highly collaborative way with colleagues from other key enabling functions and partners to support the delivery of our shared outcomes.
- 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.

- Act as a positive champion for transformational change, with the ability to encourage, influence and lead others.
- 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 behavioral insight.
- Act 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 program from end to end, with oversight from the Head of Service.
- Manage the relevant transformation budget for their area of specialism and manages any related contracts with third party providers.
- Develop and share knowledge of public and private sector innovation nationally and internationally with Council colleagues and partners. Advise on appropriate and achievable ways for innovative practice to be applied at a local level.
- Working as part of the leadership team, managing resource allocation across the transformation portfolio, and working with programme managers to ensure we have the right capacity allocated to deliver programme and project outcomes on time.
- Line management responsibility for other members of the team; including quality assurance of the transformation portfolio with oversight from the Head of Service.
- Contributes to the strategic direction and development of transformation as a function and deputizes for the Head of Service as required.

## Position of job in organisational structure



## Employee Specification

Knowledge, qualifications, skills and experience	Shortlisting criteria
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.	Essential

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

## Behaviours and expectations

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

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 3. Find out more about [Council Behaviours and Expectations](#).

## General information

See your responsibilities related to [Safeguarding](#).

This Job 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 Office Use Only:

Job Category	Policy, Partnership & Transformation	Grading ID	64860
Job ID	80101660	Last Updated	August 2020
Job Focus	No	Career Progression	No

## Contractual Variants

DBS Category	No	DBS Type	No
Health Check	No	Politically Restricted	No
24/7 working	No	Public Holidays	No
Night Working	No	Alternating Pattern	No
Standby	No	Other	No
Checked by HR	J Drake		