

Liquid Logic Development Officer Career Progression Grade 9 - 11

Career Progression – How it works:

The job includes a range from Grade 9 to Grade 11 depending on qualifications/experience and knowledge/skills. The following information sets out the minimum requirements for the progression through to Grade 11:

- For recruitment – Information provided through the recruitment process will be used by the panel to consider the starting grade for the job offer
- For existing employees – A submission should be made to your line manager setting out the qualifications/experience and knowledge/skills to justify progression. The submission should contain examples of work and will be assessed by a panel of 2 officers. There will be an interview to discuss the submission and enable the panel to ask questions.

Activities at Grade 10

If you wish to apply for this job as a Grade 10 you will need to demonstrate how you meet the Employee Specification including the level of knowledge/experience set out below.

- Postholders working at the higher level (GR10) would be expected to demonstrate:
 - increased **knowledge**
 - increased **mental skills**
 - increased **initiative and independence**

Knowledge

- Theoretical, practical, and procedural knowledge in more than one specialised technical L&D area. The role requires the application of an understanding of associated national recommendations, policies and procedures, services guidance and protocols which underpin L & D initiatives.
- You will demonstrate a high level of knowledge for the role so that managers across service areas can be confident in the advice being given with a wide range of technical knowledge and skills.
- You will require a level of knowledge about the Council and the business of the services and their partners.

Mental Skills

- The analysis of national recommendations, regional working agreements and council procedures means that the information is highly complex and requires a developed level of technical ability. This will enable the development of solutions and strategies over the longer term for example identifying new skills needed based on national guidance / statutory requirements assess what development is already in place to create changes

identified and create new development opportunities in a creative and efficient way for the service.

- You will have led longer programmes between 12 months and 3 year cycles of planning. There is a need to understand, consider and connect different aspects of employee engagement employee relations and the impact of workforce planning for the longer term benefit.

Initiative and independence

- It is expected you will have taken accountability of lead change programme. This will include a variety of tasks covering a breadth of L & D and wider OD elements, such as both efficient and effective support (reactive) and programme based (planned). Example of being able to respond quickly by consulting and designing within tight timeframe to meet OD priorities.
- It is expected you will have contributed to projects, manage, work to deliver the agreed outcomes with support from managers. Working within broad guidelines but having the discretion to organise the workload and activities overseeing the management of resource issues.

Activities at Grade 11

If you wish to apply for this job as a Grade 11 you will need to demonstrate how you meet the Employee Specification and activities at grade 10 including the level of knowledge/experience set out below.

- Postholders working at the higher level (GR11) would be expected to demonstrate:
 - increased **knowledge**
 - increased **responsibility for people**

Knowledge

- You will provide fully rounded consultancy, advice and solutions covering an extensive range of Council Wide L&D Programme management/delivery with minimum supervision. For example, giving advice and solutions in the context of full knowledge of the political, statutory, and regulatory position of the service areas and the wider council.
- There is a requirement for extensive on the job experience to understand the dynamics and manage risks associated with L&OD area of work the more senior the role the requirement and expectation is greater in understanding public sector change leadership and the political environment and pressures.

Responsibility for People

- You will have contributed to the development of policies and procedures that impact on the well-being of people particularly when working with Children's and Adults services. This includes developing safeguarding policies and child protection policies through working groups in the service areas where you will identify training needs as and when policies change and develop. This can be regular as and when legislation and government guidance changes.

For Office Use Only:

Job Category	Learning & Organisational Development	Grading ID	TBC
Job ID	80102822	Last Updated	January 2023
Job Focus	Yes	Career Progression	Yes

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
HR check	M Lunn		