

Yorkshire & Humber (Local Authorities) Employers' Association (YHEA) - the Regional Employers' Organisation for Local Authorities in the Y&H region.

Job Title:	Regional Employers Director
Salary:	Spot Salary of £41,870 for 22.2 hours per week. Equivalent to £69,783 full-time salary.
Workstyle:	Home Worker and hours to be worked flexibly.

Purpose of Role:

- To lead the full range of the strategic and practical work of the Association, and that of the REO, and to fulfil the responsibilities of the Association as set out in the YHEA Constitution and its Operating Model, as determined by the Association.

Key Responsibilities

- To continually engage with member organisations on the role and work of the Association ensuring that they are enabled to shape the Association's activities through Association meetings, Regional Networks and the Regional Chief Executive's Group.
- To represent the Association and its member organisations in regional and national forums and with other regional and national organisations.
- To actively engage with partner organisations in the region and nationally, including the Local Government Association and the National Association of REO's (NARE) to ensure positive outcomes for the region.
- Ensure that the Operating Model of the Association and the Association's priorities are delivered in practice and that they are regularly updated in consultation with member organisations.
- To promote the Association, its work, and the benefits of collective activity as employers.
- To develop and implement an income generation strategy for the Association so that commercial income, in addition to membership subscriptions, provides a significant contribution to achieving a balanced budget.
- To lead on the business, governance and financial matters of the Association ensuring that a balanced budget is delivered, and the efficient and effective use of resources is achieved.
- To maintain and uphold the constitution of the Association ensuring that it is adhered to by all member organisations and YHEA staff.
- To ensure that the Association fulfils its responsibilities as an Employers Association that has legal personality under the Trade Union and Labour Relations Consolidation Act and that it works effectively with the Certification Officer to this end.
- To work effectively as required with officers of Wakefield MDC which acts as the host organisation for the Association.
- YHEA employees are legally employed by Wakefield MDC and therefore the postholder must ensure that Wakefield MDC policies in respect of employment, health and safety, equality and diversity etc are adhered to.
- The above key responsibilities are not exhaustive and may vary without changing the character of the job or level of responsibility. Any changes will be the subject of consultation with the postholder.

Knowledge/Experience

Local authorities and HR/OD Practices

- A sound understanding of the roles and responsibilities of local authorities and how they operate.
- A sound understanding of the legal and constitutional nature of local authorities and what this means for how they operate.
- A sound understanding of human resource and organisational development practices, and of how they can assist authorities to achieve their objectives.
- A sound understanding of employee and industrial relations practices and how they can be utilised to assist the work of authorities.
- Demonstrable experience of translating the above four knowledge areas into practical achievements in a complex organisation.

Business Strategy

- A sound understanding of how consultation and engagement with customers can be used to shape organisation strategy and action plans.
- A sound understanding of how to develop and then implement a business and financial strategy for an organisation or service.
- Demonstrable experience of translating the above two knowledge areas into practical achievements in a complex organisation.

Organisational Governance

- A sound understanding of how effective financial management should be carried out.
- A sound understanding of what good governance in a democratic and accountable organisation looks like and of how it should be delivered in practice.
- Demonstrable experience of translating the above two knowledge areas into practical achievements in a complex organisation.

Skills and Abilities

- The skills and ability to listen effectively to partners and to engage with them effectively to deliver mutual benefits.
- The ability to shape a business strategy and then execute it into practical delivery.
- The ability to identify business opportunities and exploit them in the best interests of the organisation.
- The skills and abilities to represent and advocate on behalf of member organisations and the collective interests of organisations.
- The ability to assess and understand situations and then to offer sound and constructive support and advice to authorities and partners, including to elected members, senior managers, HR specialists and national colleagues.
- The ability to constructively challenge elected members, senior managers, HR specialists and national colleagues in working towards finding acceptable solutions to problems and challenges.
- The ability and skills to consult, negotiate, mediate, and conciliate with trade union representatives successfully.
- The ability to build sound financial management and good governance into the day to work of an organisation and ensure that they are evident.
- A commitment to maintaining and upgrading the knowledge needed to deliver the role effectively.

Last Reviewed

January 2023