

Learning & Development Business Partner

Grade

E

Contract Type

Home Worker 1

People Director



Head of Learning & Development



Learning & Development Business Partner



**Direct Reports: Organisational
Effectiveness Advisor OR Organisational
Effectiveness Co-ordinator**

NB not all L&D BP roles have direct reports

Department

People Plus



**Organisational
Effectiveness**

Role Overview

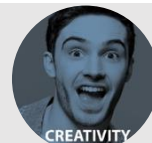
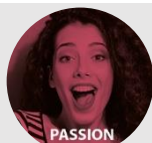
Developing full cycle Learning and Development solutions, Leadership Development, Management development and talent succession planning, compliance and technical training, cultural behavioural change and employee engagement; design and delivery of strategies which inform this work in the short to medium term.

Provide consultation, deliver support and intervention in a business partner capacity in all areas of Learning & Development to allocated business area(s).

RESPONSIBILITIES

- Lead on the design and implementation of processes and initiatives to enable robust learning and development planning to be undertaken consistently across the organisation.
- Lead on the design and implementation of talent identification, succession planning and talent development processes, ensuring a robust framework so that the Group maximises talent.
- Inform strategies across a variety of people areas, including engagement, on-boarding and retention and talent development.
- Lead on the embedding and facilitating of the annual performance development cycle, , and feed this into the wider HR pay and reward strategies.
- Lead the development and utilisation of a robust annual compliance programme, working with business leads to ensure it is aligned to business risk and ensuring accurate annual forecasts and 1-3 year plans.
- Maintain learning profiles for employees across the organisation.
- Design and implement new ways of learning, from system improvements to the adoption of new technologies to ensure that Learning is fit for purpose and most appropriate to the learner and the business.

Our values



Creating more places for people to thrive and be recognised as a sector leading landlord

- Create engaging training content which inspires and enables significant shifts in ability, knowledge and behaviours - clearly evaluated and demonstrated.
- Own and implement the technical / functional and behavioural competency matrix across the Group.
- Curate and promote engaging online learning content which is relevant and in line with organisational needs.
- Manage the production of all learning and talent related management information and materials.
- Facilitate team and individual development sessions.
- Deliver effective coaching sessions to staff at a number of different operating levels.
- Design, review and deliver management training – both functional and in conjunction with business specialists, and behavioural.
- Design, review and deliver leadership development interventions.
- Design, review or procure area specific learning and development which upskills our business in light of significant sector changes and regulatory requirements.
- Undertake additional duties appropriate to the role and/or grade.

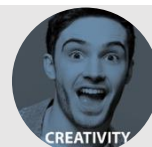
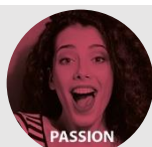
STRENGTHS

- ✓ Ability to engage and partner with stakeholders at all levels
- ✓ Demonstrable ability to effectively engage with business stakeholders within the organisation
- ✓ Clear and articulate communication skills, both written & verbal
- ✓ Excellent IT skills with proficiency in Microsoft Office (Word, Excel, PowerPoint, Outlook)
- ✓ Ability to work autonomously with minimal supervision
- ✓ Ability to understand business need, develop or interpret strategy to create functional and concrete learning interventions

ESSENTIAL REQUIREMENTS

- ✓ Previous experience as a Business Partner
- ✓ Experience of on-line course content creation and curating
- ✓ Experience of employee engagement
- ✓ GCSE Maths and English (or equivalent)
- ✓ Strong expertise in training delivery, and facilitation gained working with both teams and individuals
- ✓ Demonstrable experience of the Learning cycle from design to creation and Evaluation and Return on Investment
- ✓ Demonstrable experience in the design, evaluation and delivery of talent pipelines, from functional management training to leadership development

Our values

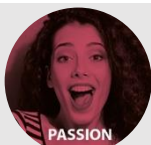


Creating more places for people to thrive and be recognised as a sector leading landlord

BENEFICIAL TO THE ROLE

- ✓ Full UK Driving License & use of a vehicle
- ✓ Experience of apprenticeships and early careers pathways
- ✓ Knowledge of current thinking and best practice in Equality, Diversity and Inclusion
- ✓ CIPD (Chartered Institute of Personnel & Development)
- ✓ Experience of the employee recruitment and onboarding process
- ✓ Experience of the delivery of housing specific technical training ie Safeguarding, or in its identification and procurement
- ✓ Experience of emerging learning content creation methods and technologies – online, video, podcasting, etc

Our values



Creating more places for people to thrive and be recognised as a sector leading landlord