

JOB DESCRIPTION

Job title:	Director – Commercial & Place (Housing & Regeneration)
Responsible to:	Senior Director
Location:	Home-based, with travel to clients' sites when necessary
Employment type:	Permanent
Salary:	Starting at £75,000 pa
Weekly hours:	35hrs (full time)
Line management:	Level 1: N/A Level 2: N/A Level 3: line management responsibility for Assistant Directors / Project Managers

JOB PURPOSE

Directors are responsible for the successful delivery of a major stream of business activity for Local Partnerships. Directors may work on their own but will more often form part of a team of different specialists undertaking an assignment stretching over weeks or months, or occasionally years, for a client who will typically be a central government department or one or more councils.

Directors are assigned to a team within one of our Business Units. Each team is headed by a Senior Director. While every assignment is different, Directors typically bring their professional expertise and project management skills to bear on complex projects and problems and ensure the Local Partnerships' quality standards are met in completing the assignment on time and budget.

Directors need to understand decision-making in the public sector, including the role of elected politicians, in addition to their professional expertise. Almost all assignments involve preparing reports containing complex written and analytical information for the client, so excellent communications skills are vital. Knowledge transfer to the client is a key part of the role.

Directors may be based anywhere in the UK. They will need to travel to clients' offices across England and Wales.

PRINCIPAL ACTIVITIES

A Director's general responsibilities include:

- Leading delivery of workstreams and projects using professional expertise and maintaining strong and effective relationships with clients, either as part of a team, or independently
- Preparation of outputs and outcomes in line with the project briefs, using tools to report complex written, financial and analytical information to the client.
- Pursues business development opportunities and actively contributes to proposal development and costing.
- Ensuring projects, outputs and outcomes meet Local Partnerships' quality standards, and customer expectations
- Supporting Senior Directors to ensure each project is delivered efficiently, effectively, on time and within budget.

- Establishing a reputation with clients and colleagues as a source of expertise within a Business Unit
- Working with the relevant Senior Strategy Directors, help undertake new business development
- Contributing to the wider corporate success of Local Partnerships
- Managing assigned associates working on the same projects
- Director Level 3: Coaching / mentoring and day-to-day line management of Assistant Directors / Project Managers' activities

PERSON SPECIFICATION

- Educated to a degree-level standard or equivalent experience, with professional qualifications appropriate to the role
- Extensive experience advising procuring authorities (at senior and contract management level) of contractual, commercial and operational issues
- Detailed knowledge of government (local and central) procurement methods and contracts, strategic and commercial management, outsourcing, governance issues and change management
- Substantial experience of working on high profile complex projects with a track record of effective delivery
- Excellent stakeholder engagement and management skills including the ability to deliver solutions that meet collective needs and communicate in a variety of different ways
- Able to specify, create and manage effective teams within organisational structures to deliver projects and commissions
- Personal values and integrity compatible with operating with public sector clients, including a commitment to valuing diversity and challenging discrimination
- Highly organised; works well individually and within a team
- Prioritises well and can manage a pressurised environment whilst working to tight deadlines

From a specific Place perspective, we are looking for:

- Extensive experience in the successful delivery of major capital regeneration programmes (such as housing, transport, infrastructure, or town centre regeneration)
- Extensive experience in the successful delivery of significant initiatives relating to relevant people-based services (such as homelessness, housing management, health, or social care)
- An excellent understanding of policy and issues facing local government in the delivery of plans and projects relating to one or more relevant areas, such as housing, regeneration, infrastructure, transport, health, and social care