

# Profile

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Duration

**N/A**

Hours

**Full-time**

Contract Type

**Open Ended**

Band UKRI

**[REDACTED]**

Allowances

**NA**

## Compensation

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Currency

**Pound Sterling (GBP)**

Minimum Salary

**[REDACTED]**

Maximum Salary

**[REDACTED]**

Pay Basis

**Yearly**

Description - External

**UK Research and Innovation (UKRI)**

**Associate Director HR Senior Business Partner**

### About HR

Our HR function was brought together at the formation of UKRI and our team of 160 enthusiastic and committed colleagues provide end to end HR support across the different Councils and functions in collaboration with our shared service provider (UKSBS).

Following a comprehensive review and in full consultation with all key stakeholders, UKRI is now implementing a new HR Target Operating Model with a focus on:

Additional strategic business partnering support to our Councils and Corporate functions to help them proactively manage their people plans and mitigate risks

Modernising HR operational services, including simplifying and unifying policies processes and procedures and working closely with our shared service provider to provide a better user experience to managers and staff;

Strengthening expertise in areas such as:

- o Careers and Talent Management
- o Change Management
- o Equality, Diversity and Inclusion
- o Leadership Development
- o Organisation Development
- o Reward and Recognition

## Role Purpose

The role holder will

You will work

You will

There are 2 roles which will cover a combination of the following key areas based

:

Arts and Humanities Research Council (AHRC), Biotechnology and Biological Sciences Research Council (BBSRC), Economic and Social Research (ESRC), Engineering and Physical Sciences Research Council (EPSRC), Research England (RE), UKRI Corporate Centre.

## Key accountabilities:

Senior HR Leadership Team

[REDACTED]

[REDACTED]

#### Stakeholder Relationships

[REDACTED]

[REDACTED]

[REDACTED]

#### Leadership and Direction

[REDACTED]

[REDACTED]

#### Leadership of HR Strategy and Local Implementation

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

#### Project and Portfolio Management

[REDACTED]

[REDACTED]

[REDACTED]

HR Metrics & Data Reporting

[REDACTED]

**Knowledge, Skills & Experience:**

University degree / Post Graduate Masters degree in HR or Organisation Development or equivalent relevant professional experience.

CIPD membership (Chartered or Fellow) and/or equivalent relevant professional experience.

Substantial HR Business Partnering experience in complex public sector/government organisational settings enabling the role holder to provide leadership to others (directly and indirectly).

Substantial depth and range of understanding and experience of both strategic and tactical HR issues in a complex context.

Significant demonstrable experience of creating and influencing the future shape of organisational and functional thinking and decision making through horizon scanning, making connections, innovating and being creative.

Strong collaboration skills and experience of influencing, challenging and coaching senior stakeholders and decision makers.

Strong communication skills (in writing, presentation etc.) and able to communicate complex information and arguments concisely.

Additional Information:

These roles will be based [REDACTED]

Please can you indicate your availability for interview on your covering letter, by stating any dates you are not available in late August/ early September.

You can request a copy of the Campaign Pack by emailing [Recruitment@ukri.org](mailto:Recruitment@ukri.org)

**Agreed Organisation Information - DO NOT CHANGE**

## **About UKRI**

Launched in April 2018, UKRI is a non-departmental public body sponsored by the Department for Business, Energy and Industrial Strategy (BEIS).

Our organisation brings together the seven disciplinary research councils, Research England, which is responsible for supporting research and knowledge exchange at higher education institutions in England, and the UK's innovation agency, Innovate UK to create an independent organisation with a strong voice for research and innovation, and a vision to ensure the UK maintains its world-leading position in research and innovation. More information can be found at [www.ukri.org](http://www.ukri.org).

## **How we support EDI in the workforce**

At UKRI we believe that everyone has a right to be treated with dignity and respect, and to be provided with equal opportunities to flourish and succeed in an environment that enables them to do so. We also value diversity of thought and experience within inclusive groups, organisations and the wider community. For further information, please visit 'How we support EDI in the workforce'

## **Disability Confident Employer**

As a Disability Confident employer, UKRI will offer an interview to a fair and proportionate number of disabled applicants that meet the minimum criteria for the job (this is the description of the job as set by the employer). To enable us to do this we ask the appropriate questions within the candidate application.

For more information on this scheme, [click here](#).

## **How to Apply**

Online applications only preferred for this role. Please submit your CV and a covering letter which clearly outlines how you fulfil the criteria specified along with your motivation for UKRI and the role you're applying for. Ensure that the job reference number is included in the filename description of each document uploaded. Note that failure to address the above criteria or submit your application without a covering letter may result in your application not being considered. You will only be assessed on the content of your CV and covering letter and not the 'experience' section of the application.

UKRI seeks to ensure it creates and maintains a system of openness, fairness and inclusion – a collaborative, trusted environment, which is attractive to and accessible to everyone who is interested in developing their career with us.