

ROLE DESCRIPTION

Job Title	Organisational Development and Learning Practitioner
Salary Band	Level 1 SCP 27-32 Level 2 SCP 33-36
Reporting to	Organisational Development and Learning Manager
Directorate	Resources
Service Area and sub area	Corporate Development Strategic Development and Inclusion Hub
Team	Organisational Development and Learning
Political Restriction	No

1. Primary Purpose of the Post
<p>The Organisational Development and Learning Practitioner will proactively design and deliver key aspects of the organisational development, learning and employee engagement agenda that all focus on improving how the Liverpool City Region Combined Authority becomes a high performing organisation that can deliver on its ambition to be the best place to grow up, grow a family, and grow a business – where no-one is left behind.</p>
2. Your responsibilities
<ul style="list-style-type: none"> • Support the design, delivery, and evaluation of organisational development strategies and interventions through a diagnostic and best practice approach. • Apply a business partner approach to enable delivery of strategic and service area objectives. • Facilitate cultural change and support the Combined Authority's ambition for high performance. • Collaborate with senior leaders and managers to align OD activities with organisational priorities.
3. General Corporate Responsibilities
<p>Support the wider ambitions of Organisational Development and Learning, as well as Corporate Development and Resources, such as delivering the Corporate Plan.</p>
4. Recruitment Plan
<p>Competency Based Interview</p>

PERSON SPECIFICATION

Job Title: Organisational Development and Learning Practitioner

Criteria		
Qualifications and Training	E = Essential D = Desirable	Identified By
Has, or is willing to work towards CIPD Level 5 or equivalent professional qualification. *	E	Application
Willing to work towards ongoing relevant continual professional development	D	Application

Experience and knowledge	E = Essential D = Desirable	Identified By
Level 1		
Experience of supporting and leading project work*	E	Application Interview
Experience of working effectively in a team*	E	Application Interview
Experience of designing and delivering employee engagement, learning and/or organisational development interventions. *	E	Application Interview
Experience of facilitation and delivery*	E	Application Interview
Experience of developing collaborative relationships and influencing stakeholders*	E	Application Interview
Experience of developing and implementing a change that improves employee experience and/or organisational culture*	E	Application Interview
Ability to deliver and meet deadlines*	E	Application Interview
Level 2		
Significant experience of supporting and leading project work*	E	Application Interview
Significant experience of diagnostic, designing and delivering employee engagement learning and/or organisational development interventions*	E	Application Interview
Experience of facilitation and delivery to senior stakeholders*	E	Application Interview
Experience of developing collaborative relationships and influencing senior or cross-organisational stakeholders*	E	Application Interview



Skills and abilities	E = Essential D = Desirable	Identified By
Level 1		
High personal motivation and willingness to go the extra mile for the team.	E	Application Interview
Ability to gather and analyse information from a diverse range of sources and to generate clear reports and actionable summaries that supports delivery	E	Application Interview
Ability to think creatively and propose well-judged ideas for changes and improvement.	D	Application Interview
Ability to communicate ideas effectively and to present work clearly/to a high standard. *	E	Application Interview
Ability to flex your approach to optimise project delivery. *	E	Application Interview
Level 2		
Ability to reflect on own performance and/or that of the team *and identifying areas for improvement and development.	E	Application Interview
Ability to take a pragmatic approach to project risks and issues and maintain focus on delivery and key priorities. *	E	Application Interview
Ability to manage multiple priorities and co-ordinate numerous tasks to a high standard.	D	Application Interview
Personal Attributes		
E = Essential D = Desirable		
An understanding of and a personal commitment to the vision and aims of Liverpool City Region Combined Authority. *	E	Interview
A proactive problem solver	D	Application Interview
Willingness to work flexibly, as and when required. *	E	Interview
Core Behavioural Competencies		
E = Essential D = Desirable		
Commitment to and understanding of equal opportunities, diversity and inclusion. *	E	Application Interview



**LIVERPOOL
CITY REGION**
COMBINED AUTHORITY

METROMAYOR
LIVERPOOL CITY REGION

Key to Assessment Methods:

KO – Knockout question	A - Application	P – Presentation	T - Test
FQ – Filter Question	I – Interview	E – Exercise	AC – Assessment