



THE PERSON

Head of Employment Policy and Practice

Criteria	Essential / Desirable	Method of Assessment
Qualification		
MCIPD or other relevant professional qualification.	E	
Knowledge & Experience		
Knowledge and experience of delivering generalist HR services to an organisation including HR case work and policy development.	E	
Knowledge and experience of supporting and delivering organisational change such as restructures, redundancy, TUPE transfers and changes to terms and conditions	E	
Good knowledge and understanding of employment law.	E	
Experience of managing a service area or diverse group of staff.	E	
An understanding of the social, economic and political environment of the Fire and Rescue Service and working with Trade Unions or Staff Groups.	E	
Skills & Abilities		
The ability to provide a sensitive, diplomatic and confidential service.	E	
Excellent verbal, written and presentation skills, including the ability to explain complex ideas and engage people.	E	
The ability to define and use analytics to support decision making.	E	
Strong interpersonal skills including motivational negotiating, influencing and relationship building.	E	
The ability to be creative and identify improvements and anticipate and respond to change.	E	
Able to use professional judgement and diplomacy to make decisions.	E	
Other		

Person Specification

The ability to travel around the county will be required.	E	Application Form
Willingness to work flexibly.	E	Application Form
Committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.	E	Application Form
Contribute to a positive working environment ensuring commitment to equality and diversity.	E	Application Form

Person Specification

	Competency	Level
Inspire	Leadership Motivates and empowers others...	C
	Effective Communication Is open and honest...	C
	Adaptability & Change Seizes opportunities to improve things...	C
Engage	Develops Self & Others Is always seeking to improve...	C
	Teamworking Is a team player...	C
	Commitment to Diversity & Professional Integrity Acts with integrity...	C
Aspire	Strategic Perspective Sees the big picture...	C
	Effective Decision Making Takes informed action...	C
	Achieves Results Makes things happen...	C