



## Candidate Information

<b>Position:</b>	Organisational Development Partner (Culture Change)
<b>School/Department:</b>	People and Culture
<b>Reference:</b>	24/111680
<b>Closing Date:</b>	Friday 15 March 2024
<b>Salary:</b>	£46,497 - £57,141 per annum
<b>Anticipated Interview Date:</b>	Wednesday 27 & Thursday 28 March 2024
<b>Duration:</b>	This post is available on a fixed term contract for 24 months, with a possible extension for a further 12 months.

### JOB PURPOSE:

The role of the OD Partner is to support the Head of Organisational Development in driving transformational culture change. This involves assessing the current and desired culture to enable a gap analysis and developing and implementing a culture change plan. The plan will outline clear objectives, outcomes, and measurable benefits. The postholder will work closely with senior managers and key stakeholders, taking the lead on the work and managing change with a focus on continuous improvement to support Queen's in achieving its strategic aims.

The role is focused on driving transformational culture change, by providing senior level leadership and strategic impact in shaping the evolution of Queen's culture.

### MAJOR DUTIES:

1. Develop and implement the overall culture change strategy to align with the University's international reputation and strategic priorities, ensuring that culture change initiatives are conducive to Queen's global standing.
2. Provide strategic input and guidance to senior managers and key stakeholders to drive measurable positive culture change and impact that resonates with the University's strategic ambition.
3. Lead and direct P&C team members to support the successful delivery of culture change initiatives, with a focus on promoting an inclusive and globally diverse culture within the organisation.
4. Champion and promote a culture of continuous improvement and innovation across all areas of the University.
5. Adopt an evidence-based approach to assess culture and design a culture change plan in support of Queen's strategic priorities. Provide tools and support to drive measurable positive culture change and impact. Key duties include:
  - o Measure current and desired culture, conduct a gap analysis, and segment across various areas.
  - o Develop and support the implementation of a realistic culture change plan with clear KPIs/metrics to evaluate the success of initiatives.
6. Use a project management approach to ensure tasks are delivered on time, within budget, and to specification.
7. Directly contribute to project meetings, prepare and present to facilitate the successful implementation of actions and initiatives.
8. Create, approve, and manage delivery against a milestone-focused culture change plan, resulting in the achievement of success measures.
9. Develop flexible actions that can adapt to the dynamic operating environment and mitigate potential risks.
10. Serve as a trusted advisor to senior leaders, providing expert guidance and insights on culture change initiatives tailored to the culturally diverse and international student, faculty, and staff population.
11. Identify and manage new culture change initiatives to promote positive cultural change across the University.
12. Liaise with peers, appropriate stakeholders, and governance bodies to find resolutions to dependency conflicts across programs/projects, within People & Culture, and across the University.
13. Engage and maintain relationships with key stakeholders by collaborating with relevant members of the University Management Board, Professional Services Management Group, and staff as appropriate to ensure buy-in.
14. Ensure effective communication and consultation processes related to culture change and staff engagement, taking into account the multi-cultural and diverse nature of the University community.

15. Work with People and Culture and internal communications to ensure effective communication and consultation processes in relation to culture change and to build staff engagement and communities.
16. Represent the University in local or international forums or events related to organisational development and culture change, showcasing the University's commitment to fostering a globally inclusive and culturally diverse academic community.
17. Commission and effectively manage external providers to ensure efficient and timely delivery of agreed-upon culture change priorities.
18. Lead and direct the allocated team members, as appropriate.

**ESSENTIAL CRITERIA:**

1. A primary degree or equivalent qualification in a relevant area e.g. HR, OD, or a related field, OR;  
In the absence of a degree, consideration will be given to applicants who can demonstrate significant relevant experience.
2. Substantial experience of delivering OD interventions in a large and complex organisation.
3. Demonstrable track record of planning, implementing and delivering successful culture change interventions in a complex and changing environment.
4. Experience in managing external providers and influencing cultural change at a strategic level.
5. Effective interpersonal and influencing skills, with the ability to build trust and rapport with senior stakeholders and colleagues.
6. Strong project management and planning skills, with the ability to manage multiple tasks and deadlines.
7. Excellent analytical and problem-solving skills, with the ability to interpret and communicate complex data to a range of audiences.
8. A high level of self-motivation, initiative, and resilience.