

Leadership level

Indicative Grade 10

Typical roles: Director Level/General Management

Experiences

Activities and responsibilities likely to be required when working at this level

Strategic leadership to set and ensure departmental objectives are met; setting the culture through leading by example; ownership of departmental budget (ensuring that expenditure and forecasting match and are appropriate); ensuring efficient systems and processes are in place to deliver projects for UCL; ensuring compliance for regulatory practices such as GDPR, Health & Safety, etc.; raising the profile of the area and managing relationships with senior stakeholders; ensuring there is confidence in the area of the department; representing the department; commercial awareness; overseeing the governance and effective running of the department; creating and promoting opportunities for staff development; translating the organisational strategy into aims and objectives for the department; negotiating and influencing; being resilient; taking responsibility for departmental level risks and issues; assessing proposals and predicting any potential impact on the department.

Personal and professional development

Development options to consider when working towards this level

Learning on the job

Taking responsibility for leadership of department wide initiatives; deputising for or taking on an acting role for the Head of department; identifying significant areas for improvement; identifying opportunities; taking responsibility for departmental level risks and issues; increased awareness and understanding of organisational funding and financial management.

Learning from others

Networking with the Professional Services Leadership Team; encouraging participation in UCL wide initiatives; attending conferences and delivering presentations; representing UCL in the HE sector at other events.

Formal learning

Strategic leadership training; internal finance training.

UCL Ways of Working

These describe expected behaviours in line with UCL culture and values (see pages 54-55).

For Ways of Working indicators and steps to development please refer to the Ways of Working website www.ucl.ac.uk/human-resources/policies-advice/ways-working

Transferable skills and competencies

ADHERING TO PRINCIPLES AND VALUES

PERSUADING AND INFLUENCING

DECIDING AND INITIATING ACTION

(See pages 52-53)