

Level: Advanced

Strategic HR Grade 8

Typical Roles: Management of a function; HR, Policy, Employee Relations, Equality Diversity and Inclusion, HR Business Partner

Experiences

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

Wide experience within HR, having worked in or with a few different areas. Working with stakeholders to identify barriers and opportunities with regard to achieving HR strategic aims; gathering data and information to understand and build intelligence to identify arising people management issues (e.g. sickness absence), making recommendations and developing an action plan to address concerns (e.g. where negative work cultures exclude some team members); understanding the overall HR strategy and goals, developing a sense of how it is best applied and delivered at a local level, within a department or across faculty; contributing to the development and implementation of departmental strategic operating plans, and creating bespoke initiatives that support key priorities; using HR expertise to lead or contribute to UCL working groups; working on particular projects based on knowledge and experience, collaborating with other specialist areas and centres of excellence for support (e.g. Talent, EDI, Resourcing).

Personal and professional development

Development options to consider when working towards this level

On the job learning

Undertaking project work that contributes to a key strategic aim.

Learning from others

Being a member of working groups; contributing meaningfully to local team meetings.

Formal learning

Member of Chartered Institute of Personal Development (CIPD) or equivalent experience. Coaching

UCL Ways of Working

These describe expected behaviours in line with UCL culture and values (see pages 48-49). 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

RELATING AND NETWORKING

ADHERING TO PRINCIPLES AND VALUES

PERSUADING AND INFLUENCING

(see pages 46-47)

Level: Senior

Strategic HR Grade 9

Typical Roles: Head of Function, Pensions, Workplace Wellbeing, Employment Policy

Transferable skills and competencies

ENTREPRENEURIAL AND COMMERCIAL THINKING

APPLYING EXPERTISE AND TECHNOLOGY

CREATING AND INNOVATING

(see pages 46-47)

Experiences

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

Senior HR Specialist operating within a key function of HR; working closely with members of the HR Leadership team to understand UCL HR's strategic direction and priorities; leading and developing initiatives to support the implementation of the HR Strategy and UCL 2034; responsible for scoping, designing and delivery of projects, managing risk (e.g. through equality impact assessments), as well as stakeholder engagement to ensure buy-in and alignment. Responsible for translating HR strategy into action using specialist knowledge of external markets and the evolving nature of work. Setting and reviewing agreed KPIs, measurable targets and milestones in line with business performance.

Personal and professional development

Development options to consider when working towards this level

On the job learning

Managing and Developing a team. Developing a new initiative for staff across UCL

Learning from others

Lead a working group. Leading team meetings. Presenting papers/proposals to SMT based on new initiatives.

Formal learning

Professional HR qualification e.g. Member of the Chartered Institute of Personnel and Development (MCIPD) or equivalent experience. Project management. Business improvement.

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