



Civil Service
Local

North East, Yorkshire and the Humber

DEVELOPMENT OPPORTUNITY

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| Effective date: | September 2015 to July 2016 |
| Role Title: | CS Local North East, Yorkshire and the Humber Connecting People Project Manager |
| Grade: | SEO/HEO* |
| Business/Function: | Civil Service Local North East, Yorkshire and the Humber |
| Time Commitment: | Part Time – For full time colleagues, part-time arrangements can be agreed to carry out this role alongside candidate's current post as a development opportunity. 1 day a week. |
| Context: | <p>Civil Service Local is a cross-government programme, working closely with the Cabinet Office and engaging with our agencies and departments to influence the delivery of Civil Service Reform.</p> <p>We have a set of core themes to provide:</p> <ul style="list-style-type: none"> • better opportunities for staff; • better services for the public; • better value for money. <p>Civil Service Local works across government departments and is funded by HMRC, DWP, MoJ, HO and MoD.</p> |
| Role Purpose | <p>This role sits within the CS Local North East, Yorkshire and The Humber team and the Project Manager will be responsible for planning and delivering our connecting people strategy. This includes our activity on establishing a number of Cross-Government Networks, which are a way of connecting people from different government departments, with a view to improving the working environment and developing a more efficient and flexible use of the Civil Service estates, assets, shared services and expertise. We currently have seven active networks, but there is demand and scope for more.</p> <p>Objectives of the role include:</p> <ul style="list-style-type: none"> To drive delivery of our connecting people strategy; To design and test new projects which support the agenda ; To raise awareness of CS Local and its products. <p>The successful candidate will be required to engage stakeholders and project teams from across the Civil Service and other public sector bodies plus interact with customers and stakeholders from a range of organisations across the region.</p> |
| Responsibilities/Tasks: | <ul style="list-style-type: none"> • Liaise with current Network Leads to ensure delivery of network objectives; • Identify and develop topics for new networks; • Promote the networks, recruit lead and develop |

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| | <p>memberships;</p> <ul style="list-style-type: none"> • Evaluate networks; • Report to CS Local Co-ordinator Team and Steering Group. |
| Management of people: | No direct line management as project teams are volunteers/secondees but they will require co-ordination. |
| Key Interactions: | <p>The job holder will work with and engage with:</p> <ul style="list-style-type: none"> • CS Local North East, Yorkshire and the Humber Programme Team and Steering Group; • Local Education Authorities and Primary Schools; • DWP Community 10,000 Co-ordinators; • Civil Service Volunteers. |
| Performance Metrics: | <p>Success in the role will be measured by:</p> <ul style="list-style-type: none"> • Delivery against objectives for the programme • Evaluation of feedback from each intervention. |
| Specialist Knowledge and experience | Non Required |
| Behaviours and Core Competencies required | <p>Leading and Communicating Collaborating and Partnering Building Capability for All Delivering at Pace Seeing the Big Picture</p> |
| Role Specifics | <p>Location: The role can be based in any North East, Yorkshire and The Humber location but will involve regular trips to Newcastle to access on-line documentation and liaise with the Civil Service Local team. Other travel will be involved but this will be mostly in the North East, Yorkshire and the Humber.</p> <p>*Loan: This would suit a full-time (in addition to other duties) or part-time worker at SEO/HEO, although other grades will be considered if potential in their behaviours and skills is clearly evident. The project is for a 10 month period, but can be extended by mutual agreement.</p> <p>FUNDING: HOME DEPARTMENTS WILL NEED TO MEET SALARY AND, PREFERABLY, EXPENSES DURING THE LOAN.</p> <p>Line Manager Permission must be obtained before expressing interest. The post holder will retain their current line management and the CS Local NEYH Co-ordinator will agree and report on a development objective for this work.</p> |
| How to Apply and Deadline | For more information and Expression of Interest Form contact Richard Armstrong by 28 August 2015. |

Civil Service Local is committed to ensuring that wherever possible our events are accessible to all participants. If you have any specific requirements, please let us know and we will endeavour to make any reasonable adjustments.

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