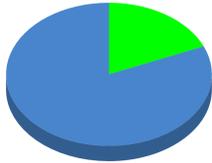


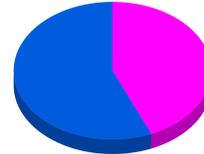
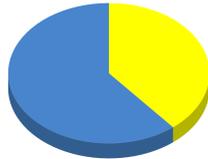
**Capability** - Here are CS Local Capability Theme Achievements for 2017-18 followed by the role profiles showing how you can get involved in this for 2018. **The first role on offer is Academy Project Manager.**

We held **7 Academies** including one for middle managers and 2 modular Academies providing intensive development for **400 emerging leaders** who either attended one of our Academies or completed their Academy projects in 2017/18.



18.6% of delegates have moved departments

39.0% of delegates have been promoted at least 1 grade



43.6% of delegates have taken on new responsibilities

from day one I loved it, my family was fantastic I've made new friends for life

The Academy really gave me the confidence to go for more job opportunities, and I have no doubt was instrumental in my gaining promotion

My academy experience has been fantastic, wish I could do it all again, but I am a stronger, happier and more confident person, who is starting to get her wings and fly!



**Capability** - We also delivered **115 Discovery Sessions and Events**, in 80 different locations, attended by 4226 staff. Topics included digital skills, devolution, emotional intelligence, continuous improvement, understanding parliament and mental health awareness. **The second role on offer is Discovery Session Project Manager.**

DWP Personal Independence Payments team staff found the Dementia Friends Discovery session very useful giving them a better insight into the condition and the benefit decisions they have to determine regarding this condition

The meetings with my mentor were a great chance to plan my development and receive advice on the best way to focus my efforts

## Capability Roles - Here's how you can get involved in Capability projects in 2018

### Capability Role 1

#### Title: Front Line Manager Leadership Academy Project Manager

#### Role Description - What Will you Do?

This role will be responsible for planning and delivering the 2019 North East, Yorkshire and the Humber Academy, with support from the CS Local Team. This includes recruiting and managing facilitators and mentors for the programme, managing the projects arising from the programme and evaluating success and impact.

Civil Service Local Academies are a cross-departmental development programme, bringing together potential leaders of the future to build their personal and professional skill set and collaborate on Individual projects to support the Civil Service Vision. They are open to colleagues at AA – EO (or equivalent) grades. The objectives are to:

- build professional skills and capability of our future leaders;
- increase confidence and self awareness to become a more confident and inspiring leader;
- empower people to make a change for the better;
- develop awareness of and encouragement to develop career paths across departments;
- raise awareness of the vision for A Brilliant Civil Service (ABCS).

You can find out more about the CS Local Academies [here](#).

There is no direct line management as project staff are part-time volunteers/secondees, but project teams will need to be managed for performance, delivery and personal development.

#### What's in it for me?

The role will offer opportunities:

- for personal development working closely with individuals from different government departments, across grade levels with different experiences and backgrounds;
- to be involved in shaping and developing the future model for cross government learning and development;
- to develop skills and experience of delivering project outcomes;
- to develop skills and experience of facilitation of cross government events.

#### Person Specification - What Will You Bring to the Role?

- **Good leadership and communication skills**, enabling you to lead and engage with a diverse range of people across departments and grades.
- **Good collaboration skills**, enabling you to create and maintain positive, professional and trusting working relationships with a wide range of people across the civil service to help get business done.
- **The ability to deliver at pace**, working flexibly, driving activities to meet deadlines and produce a quality product.

#### Estimated Time Required 18 Months Duration

1-2 days per week from September 2018 to April 2019 to plan and deliver the Academy. 1-2 days per month from May 2019 to December 2019.

For Further information contact: [Michele Crawford](#)

## Capability Role 2

### Title: Discovery Session Project Manager

#### Role Description - What Will you Do?

This role will be responsible for planning and delivering the 2018/19 Civil Service North East, Yorkshire and the Humber Discovery Session programme, with support from the CS Local Team. This includes researching potential topics, sourcing speakers, event accommodation and event management and evaluating success and impact.

Discovery Sessions are a series of interactive talks and learning events, each lasting a couple of hours, where colleagues have the opportunity to hear and learn about cross-departmental subjects and explore the challenges affecting the Civil Service.

#### The objectives are to:

- connect people from different departments in an environment where they learn and share information;
- provide an opportunity for people to increase their skills and networks;
- enable people to gain insight into challenges and government priorities;
- promote awareness of CS Local and A Brilliant Civil Service.

#### What's in it for me?

The role will offer opportunities:

- for personal development working closely with individuals from different government departments, across grade levels with different experiences and backgrounds;
- to be involved in shaping and developing cross government learning and development session;
- to develop skills and experience of delivering project outcomes;
- to develop skills and experience of facilitation of cross government events.

#### Person Specification - What Will You Bring to the Role?

- **Good leadership and communication skills, enabling you to** lead and engage with a diverse range of people across departments and grades.
- **Good collaboration** skills enabling you to create and maintain positive, professional and trusting working relationships with a wide range of people across the civil service to help get business done.
- **The ability to deliver at pace**, working flexibly, driving activities to meet deadlines and produce a quality product.

#### Estimated Time Required

10 months Duration

2-3 days a month.

For further information contact: [Anne Hunter](#)