**TPR Role Description**

|  |  |
| --- | --- |
| Role Title | Chief People Officer |
| TPR Grade & Pay Group | R&O Grade 3 – Director |
| Reporting to | Chief Operating Officer |
| Directorate | COO Group |
| Starting Salary | From £110,000 to £140,000 per annum dependent on skills and experience, plus excellent benefits package |
| Contract | Permanent |
| Location | Brighton/hybrid (8 days per month in the office) |
|  |  |
| Role | |
| Our Chief People Officer will be a forward-thinking Human Resources (HR) professional who delivers strategic leadership, enabling our ambitious transformation plans by driving our people and culture agenda and delivering operational excellence through the People team and organisation wide strategies. You'll play a crucial role in crafting a high-performing organisation by promoting greater alignment, accountability, collaboration, and performance mindset. You'll lead our People Directorate with passion, assurance, commitment, and clarity, which empowers the teams and colleagues around you and inspires the organisation. You will also bring a structured, efficient, and effective approach, all whilst keeping people at the heart of any decision, strategy, policy, or change.  As TPR undergoes transformation, you’ll play a pivotal role in how we regulate and will be a key member of the Executive team, enabling us to deliver our vision. You'll own TPR’s employee value proposition (EVP) and lead the development and enhancement of the performance and growth mindset we seek, ensuring as an organisation we foster a learning culture which enables our executive team to support and develop our people. You’ll also help TPR move towards a more agile, flexible, and multi-disciplinary workforce to find the best resourcing solutions for our needs.  As a member of the Executive Committee and reporting to the Chief Operating Officer, the Chief People Officer will work closely with the Chief Executive Officer and the wider Board, providing strategic advice and guidance to the Executive Directors which enables the people & culture plans to be truly embedded and positively adopted within their Directorates.  You’ll be responsible for developing and implementing a people and culture strategy that supports our corporate strategy, fosters a dynamic, people-centric learning culture where our talent can thrive, and ensures our HR practices enable transformation whilst integrating new ways of working. As the Executive Lead for culture development, the postholder will take a holistic approach to building and strengthening culture and ensure our policies and practices align with our values and ambitions, including how we build and strengthen our risk-based, performance-centred approach to regulation. | |
| Responsibilities | |
| As Director of People and Culture, you’ll be responsible for:   * **Strategic Leadership –** Based on the significant changes in the pensions landscape and our regulatory approach, design and develop a people and culture strategy, to enable the delivery of TPR’s strategic objectives. Ensure HR strategic and operational plans support the needs of the business and are flexible enough to cope with organisational changes and external factors. Work with the Executive team to develop a forward-looking plan to help us create the workforce, working culture and practices we need for the future. Own TPR’s EVP and lead the development and enhancement of the performance and growth mindset we seek in our people by championing talent development, learning culture and inclusive environment. Coach, inspire and mentor the People and Culture senior leadership team, providing clear advice, guidance, and feedback which aids their individual and collective development. * **People Advisory and Support –** Provide professional HR advice to the Board and leadership of the people and associated functions, including workforce development, employee relations, and reward. Provide business partnering support to the Chair, CEO, and members of ExCo and Board on reputationally high-risk confidential TPR matters. Deliver an effective suite of human resource management policies, practices, tool kits, and processes that complement the current and future direction of the organisation and other external factors. * **Learning and Development** – devising and delivering outstanding Learning and Development capability, to enable our people to grow and develop with the right skills for the future. * **Operational Excellence –** Lead effectively under pressure an operationally excellent People team, with a strong outcome focussed delivery mindset, driving projects to completion within timescales and achieving expected outcomes. You will be responsible for ensuring the resourcing strategy is aligned to the workforce planning process, business demand, and the right processes and practices are effectively implemented. * **Culture and Values –** As the Executive Lead for culture development, take a holistic approach to building and strengthening our culture, conceiving a strategic approach, and implementing it, including by improving employee experience, amplifying employee voice, and overseeing action planning. Ensure our policies and practices align with our values and ambitions for building and strengthening our risk-based and performance-centred approach to regulation. Establish an effective and quantifiable approach to increase people management and change capability across the organisation. Work in partnership with the Diversity and Inclusion committee to drive and champion change in the TPR D&I agenda. Demonstrate very strong ethics and a drive to put the organisation’s values at the heart of behaviours. * **Stakeholder Management –** Maintain and develop strong effective relationships with DWP Partnership team and DWP HR team. Advise the Board, the remuneration and people committee (RAPCO) and Executive Committee on appropriate solutions to business problems specifically where these are people-related and identify those issues which require long-term solutions. Maintain and develop strong effective relationships with our Trade Union representatives. * **Data and Compliance –** Accurate management of people data aligned with GDPR guidelines. Making use of data analytics to make critical business decisions and ensure the HR function is proactive in keeping up to date with best practices. | |
| Essential Criteria | |
| **Leadership**   * Significant and demonstrable professional HR leadership experience at a senior strategic decision-making level in an organisation of equivalent or greater size to TPR (c.1000 staff). * Evidence-based track record of leading and delivering change in an organisation at the executive level. * A resilient and inspirational leader with integrity at their core, able to create a clear sense of purpose and be inclusive of other stakeholders. * Ability to communicate an inspiring vision and empower staff. * Demonstrable leadership experience of creating, inspiring, and driving cultural change and service improvement. * Demonstrates strong ethics, values, and behaviours consistent with the vision, culture, and values of TPR.   **Policy, Strategy, Performance**   * The ability to create and drive a sustainable organisation vision and strategy putting savers at the centre. * An understanding of working landscape within a public-sector environment (experience working in the public sector may be helpful but not essential). * Evidence of improving organisational performance through implementing a systematic approach to delivery and transformation based on collaboration and co-production with key partners. * Experience working with trade unions and employee relations representatives, mediating, and managing relationships at the most senior levels. * Extensive experience as an HR generalist who has the proven ability to utilise learning interventions and new technologies to support transformation.   **Building Culture**   * Demonstrates ethics, values, and personal qualities consistent with the vision, culture, and values of the Pensions Regulator. * Evidence of leading and inspiring system change and integrated working in an inclusive way where organisational values are integral to delivery and service improvement. * Ability to challenge existing systems, practices, and processes to ensure and facilitate continuous improvement. | |
| Salary and benefits | |
| As well as a salary of £110,000 to £140,000, depending on experience, we offer:   * Civil Service Pension arrangements, which are recognised as some of the best in the pensions’ world. * Discretionary bonus arrangements. * Access to performance related pay progression. * 30 days annual leave provision. * Flexible working arrangements. * Development opportunities. * Enhanced parental leave arrangements. * A free employee assistance programme. * An excellent office location in Brighton. | |
| People & Culture Team | |
| Our People and Culture team includes 37 colleagues and is structured around three key pillars to provide our people with better day to day services, more strategic partnering and support with talent acquisition and development. | |