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| **ROLE PROFILE** | | | | | |
| **Job Title:** | People Partner | **Line Manager:** | Head of HR | **Position Level:** |  |
| **Business Unit:** | People | **Direct Reports:** | Variable | **Location:** | Agile |
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| **Job Purpose** | | | | | |
| **Purpose**  The People Partner, reporting to the Head of HR is aligned to a specific MGroup division driving the delivery of the people strategy for the division. This position entails tackling the most pressing talent opportunities and challenges, successfully collaborating with the business leaders to create and enhance value for the business.  Creating a culture where leadership teams are focused on people matters and through delivery of effective strategies enable the profitable growth of the division, maximise margin and drive productivity and efficiency.  Delivering a positive and inclusive workplace culture within the division, fostering employee engagement, morale and satisfaction through effective communication, recognition and initiatives that promote a sense of belonging and shared purpose.  Working closely and collaboratively with the Head of HR and CoE’s (Talent Acquisition, Leadership, Learning & Talent, ER, Reward and Shared Services) to deliver:   * A division that is appropriately designed to deliver on objectives in the short and long-term and that structural change is effectively managed. * A division that has a committed, ‘fit for the future’ stable workforce needed to deliver its strategic ambition. * Insight and thought leadership, development and the execution of any capability, cultural and change activities.   Advocating for and contributing to the success of the People function as a whole including CoE’s, as well as role modelling the M Group behaviours and values. | | | | | |
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| **Key Accountabilities** | | | | | |
| * Provide strategic and BAU support driving the development and delivery of divisional people plans/strategies that support business goals and priorities. * Understand external labour market conditions and potential challenges delivering recommendations to mitigate and offset as required. * Work with the Group Talent Acquisition team to create strategic workforce plans to deliver the required levels, quality and competency of resource in a timely manner to support the business plan. * Provide valuable input to group people initiatives along with supporting the creation and delivery of the annual divisional calendar of activities. * Support talent management and development planning for the division, enhancing the quality of leaders and managers. In conjunction with the Group L&D team identifying opportunities to build skills and capabilities of the workforce, supporting development plans for high potentials and ensuring succession bench strength. * Support, from a people perspective, TUPE’s and M&A activity. * Using HR experience, skills, knowledge and collaboration, make an impact in key areas such as change, employee engagement and talent/data analytics. * Use insights to identify people opportunities, priorities and potential risks. Creating mitigation and optimisation plans, influencing leaders and colleagues to implement them. With a view to enhance the long-term health and reputation of the business. * Support and enable proactive advice when required to line management on employment matters, utilising specialist support as required and utilising the resultant data to inform on review of people initiatives and policy. * Coach and build the capability of leaders and managers to anticipate and pre-empt organisational issues * Support the delivery of performance management and reward strategies to reinforce an environment of dedication and innovation with and across business units. * Manage the relationship with the trade union to ensure effective employee relations   **Performance Indicators**  Key milestones / deliverables on people plan, functional organisational effectiveness, vacancy rates, stability, attrition, engagement, feedback.  **Note:**  This is not intended to cover or contain a comprehensive listing of activities, duties or accountabilities that are required and may ultimately vary from division to division. The Group reserve the right to amend from time to time. | | | | | |

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