

## **Job Profile**

**Job Title:** Principal Projects & Policy Officer – Supporting People Strategy Team  
**Job Grade:** Level 5 Zone 1  
**Salary Range:** £49,930 - £57,543

### **About Camden**

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. We're not just home to UK's fast-growing economy, we're focused on creating a borough where everyone can live a good life and nobody gets left behind. We're willing to be bold and try new things in the process. Here's where you can help design a better future for us all.

In April 2022 Camden Council's children's services have been rated 'outstanding' by Ofsted, placing Camden as one of the best performers in the country. At Camden we want to provide outstanding services across all areas of the organisation and we know inspection, peer review and regulation is and continues to be an essential part of how maintain high quality services and as a proven tool for improvement.

### **About the role:**

You will be part of the Council's work on inspection preparation, peer review and challenge, and regulation. We are at a good position with a strong history of successful inspections, peer challenge and have robust quality assurance processes, but we our improvement journey is never finished. You will be supported and surrounded by like-minded colleagues with a shared purpose across both operational and strategic teams.

Based within the Council's Supporting People Strategy Service you will play a vital role coordinating and supporting operational services to ensure they are ready for inspection or peer review/challenge, as well as having a leading in role in any ongoing inspections or peer review/challenges. You will collaborate closely predominately with Directors from the Supporting People Directorate but also more broadly in providing advice to other Directorates experiencing inspection, assurance frameworks or peer review/challenges. The role will require you to be able to work closely with elected members and senior officers.

This post is exempt from the Rehabilitation of Offenders Act and will require an Enhanced DBS.

Key responsibilities will include

- Coordinating and supporting operational services to ensure they are ready for inspection or peer review/challenge
- To lead strategy, policy, improvement and change in key areas of work across the organisation
- Preparing materials and briefings for the Council's executive leadership and elected members;
- Supporting the regular evaluation and delivery of key corporate strategies;
- Leading on strategic and proactive engagement, both internal and external, relating to work with high levels of complexity or risk

- To work in a variety of disciplines and environments across the whole organisation to deliver corporate and directorate priorities
- Collating and analysing relevant evidence within a compelling strategic narrative in order to support and facilitate decision-making and prioritisation within complex problem areas.

### **About you:**

We are looking for someone who really cares about people and quality services. We are interested in people who have the aptitude and qualities to learn about inspection and regulation as well as people with experience in this field. You will be a strategic thinker but also a doer who isn't afraid to roll their sleeves up and get things done.

You will have excellent project management and organisational skills, making sure agreed priorities and activities are delivered. You will understand how to monitor and evaluate strategic objectives, and as an adept communicator you will be able to report to a range of stakeholders in a way that informs and engages.

This role will require you to work across council services and partner organisations and we're looking for someone who can manage their own learning and build positive relationships. We want people who are curious, compassionate, and kind.

- You will have exemplar project and programme management skills, able to deliver projects on time and within budget
- You will have a creative, problem-solving mindset and be comfortable with complexity
- You will be capable of leading and contributing to compelling, well-evidenced cases for changes
- You will have exemplary facilitation skills and be able to produce high quality outputs which communicate complex ideas simply. This will include use of visual design and different ways of getting information across which don't rely on traditional reports
- You will be confident working with elected members and other senior stakeholders, capable of building confidence with them and translating their insights into the work
- You will have exemplary people management skills, capable of leading diverse project teams but also playing a supporting role and helping colleagues to deliver

### **Work Environment:**

Hybrid – working from office for key meetings with flexible and agile working

### **People Management Responsibilities:**

None

### **Relationships:**

- Building relationships with senior leaders – directors across the organisation, elected members and senior leaders across partnerships
- Strategy Family – supporting people
- Domestic Abuse Leads – heads of service and leads across the organisation

**Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

**Is this role Politically Restricted?**

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden click [here](#).

**Diversity & Inclusion**

We want Camden Council to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do. Click [Diversity and Inclusion](#) for more information on our commitment.

**Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

**Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG,