

## Role profile - Strategy Portfolio Lead

**Salary:** £58,184 - £67,886

**Grade:** Level 5 Zone 2

**Term:** 12 month fixed term contract

### About the Strategy Portfolio Lead role:

We're looking for an experienced, empathetic, and passionate Strategy Portfolio Lead to work with multidisciplinary teams across policy, design, service expertise, data and research to help scope, plan, and deliver great work.

This Portfolio Lead role is in the Supporting Communities Strategy team, (one of the three teams within Camden's strategy family alongside Supporting People and [Strategy & Design](#))

Currently the teams priorities include leading the council's Estates and Food missions, developing an innovative response to the climate crisis and ensuring our social housing tenants are in receipt of council services that we can all be proud of.

The supporting Communities strategy team are leading the way in the council by championing new and different ways of solving problems, promoting inclusive and equitable approaches, and creating a culture of continuous improvement to ensure that the organisation achieves the outcomes that meet the needs and expectations of both residents and staff in a sustainable way.

The role will be line managed by Emma Haigh, Head of Strategy.

### About the skills & mindset the Strategy Portfolio Lead will need to hone to thrive at Camden

The Strategy Portfolio lead will establish themselves as an expert in bringing about genuine people-centric, design-led change by:

#### Prioritising & Planning

- Working with the Head of Strategy and their management team to coordinate and maintain a strategic roadmap of work spanning policy development, service improvement, capability-building, briefings, and the other activities needed to achieve the team's goals;
- Leading and maintaining agile rhythms across project teams ensuring the delivery of key projects, services and products whilst promoting collaboration and psychological safety.

#### Leadership & coaching

- Leading a number of key projects within Supporting Communities, ensuring multidisciplinary teams prioritise purpose and deliver value by identifying and

implementing improvements to both products and services, whilst working alongside the relevant strategic leads and sponsors;

- Working as part of the Supporting Communities Strategy Senior Management team to foster a culture and embed practices that support team and individual wellbeing, create a sense of belonging and purpose, and promote learning and growth.

### **Communication & storytelling**

- Gathering and framing information relating to projects and initiatives, making it comprehensible for a range of audiences, and turning this into actionable information that supports prioritisation and decision-making;
- Working with teams to create clear, evidence-based cases for change, project briefs, and work plans.

### **Relationship-building and stakeholder management**

- Building relationships with the Directors across Supporting Communities, service leads and staff across the multidisciplinary strategy family. Maintaining these cooperative, respectful and trusting relationships and encouraging open and purposeful conversations across teams and services.
- Introducing relevant, proportionate progress reporting for all teams and projects you are responsible for, working with teams and sponsors to define and report on meaningful success criteria.

This post requires a positive attitude, the use of initiative, and the ability to adapt to changes. The postholder will be encouraged to work in an innovative and creative way that puts people at the heart of our work and the postholder will need to engage regularly with their line manager and team members to determine the most purposeful, highest priority work and assignments to be carried out and the relevant relationships to be formed to enable this.

### **About you:**

You don't need to have held a role in a Strategy team before - you might currently be a Service Lead, a Programme Manager, a Community Organiser, an expert facilitator, or something else entirely.

Whatever your background, you'll enjoy everything about what we do in Camden's strategy function: leading politically sensitive change, managing a diverse team and using an agile approach to design projects, policies, and services from ideas through to delivery for citizens.

Given this role, even if you don't come from a government background, as a Portfolio Lead you will need to understand the political and economic environment in which our teams operate. You'll use your skills to lead the work that achieves the greatest purpose and value, to build strong relationships with partners and stakeholders, and to inspire teams to collaborate towards a shared vision.

You'll be comfortable delivering and facilitating progress at the heart of the Council's design-led approach to change, working on complex problems where there's no easy answer and dynamic opportunities where we can be truly innovative and creative.

You'll have a strong track record of working across multiple projects at different stages of delivery and have demonstrated how a pragmatic, flexible, and people-centred approach to delivery has been fundamental to success.

As well as a commitment to learning and honing your skills, you'll have a creative, problem-solving mindset and be comfortable with complexity. You'll have experience of creating psychological safety and promoting wellbeing within project teams, recognising this as an essential condition for delivery.

### **Working at Camden**

- 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. Hire Me My Way aims to triple the number of available good quality flexible jobs to 1 million by 2020.
- The postholder will need to work some part of each week in the office (5 Pancras Square, London, N1C 4AG) as determined in regular discussions with their line manager and project teams.
- As well as working with members of their relevant team, the postholder is expected to develop and maintain effective and constructive relationships with colleagues across all parts of the Council, including Council leadership and Heads of Service, as well as Camden residents and other members of the public.
- 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](#).
- The role line manages a small team of Principal and Senior Policy and Projects Officers. This will involve ensuring appropriate training and development opportunities are available for direct reports and contributing to a service wide training offer. The role will embrace the ethos of a self-managed team, where resources are used flexibly to deliver agreed priority areas of work across the Supporting People Strategy Service.

### **Diversity and 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're a truly inclusive organisation that encourages diversity in all respects. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to help us make a real difference to our residents so that equity, inclusion, and justice remains at the heart of everything we do.

To discover more about Camden and our commitment towards diversity, equality and safeguarding, please visit [our recruitment website](#).

### **Agile working**

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### **Asking for Adjustments**

Camden is committed to making our recruitment practices and as accessible as we possibly can for everyone. This includes adjusting or changing the process 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, 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.