

Equalities Programme Manager

Job Title: Equalities Programme Manager

Job Grade: Level 5 Zone 1

About Camden

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all. The Equalities and Disproportionality service are a highly ambitious service in Camden, looking at improving Equalities outcomes and minimising disproportionality for those living, working and belonging in Camden.

Responsibilities

Working with key stakeholders, the Equalities Programme Manager will develop and employ optimum strategies, systems and processes to ensure that our equalities priorities are delivered with an interactive approach, making the best use of the resources and people available across the organisation. They will also support our Equalities programme board, the council's corporate steering group, reporting progress, risks and escalating any issues to the board where necessary.

About the role

Our newly created Equalities Programme Manager will work with our Head of equalities and social purpose to deliver and implement our revised equalities governance model and equalities action plan. There are multiple work streams within the programme and the role will be responsible for supporting the coordination of these, ensuring deliverables are being implemented to a high standard within time, cost and risk constraints. They will also support colleagues across the council with delivery, such as the initiatives being led by our workforce EDI team to improve all our employees' experience for working for the council.

We are building a community Equalities expertise within the organisation and a strong programme management approach to delivery to enable progress and tangible measures for success. We are a growing team, so there is lots of scope to shape culture, practice and ways of working. Skills are important but equally are characteristics like empathy, humility and kindness.

Purpose of the Job:

1. To organise and deliver a number of key projects from across all three directorates, supporting multidisciplinary teams to deliver value improvements in service design and system change.
2. To supporting multiple project teams to maintain agile rhythms, ensuring the fast-paced delivery of key projects, services and products whilst promoting collaboration and psychological safety.
3. Be a champion for agile delivery, supporting the development of team members with different backgrounds and levels of experience working in design and agile environments.

You will introduce performance reporting for all projects you are responsible for; define success criteria; build user-driven metrics that prove value; automate reporting wherever possible. Act on quantitative and qualitative feedback to improve everything you do. You will arrange and take part in research regularly for all projects you lead. You will take an active role in the introduction of service standards, using the cross-government service standards.

About you

Whilst we are looking for a project management professional who is organised, analytical, has excellent communication and time management skills, we are also looking for someone who is passionate about EDI and is willing to challenge the status quo.

You will have experience of projects in government public services or third sector contexts.

You will have a strong track record of working across multiple projects that have delivered new products and developed services at different stages of the delivery cycle.

You will have a strong focus on wellbeing and creating psychological safety within the team and in projects, recognising this as an essential condition for delivery.

You will take responsibility for agile practice in the team; coach other members; remove blockers; deliver a backlog of work in line with user need.

Work Environment:

Flexible working

People Management Responsibilities:

0-2 project officers

Relationships:

Head of equalities and social purpose, project officers, various officers including Senior leadership

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

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

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). 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 or post to 5 Pancras Square, London, N1C 4AG,

Note:

This document is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee's contract of employment.