

Job Profile

Job Title: Small Sites Programme – Project and Stakeholder Engagement Lead

Job Grade: Level 5 Zone 1

Salary Range: £53,857 - £61,470 (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 Community Investment Programme (CIP) is our ambitious 15-year plan to invest over £1 billion in schools, homes and community facilities in Camden. It's our answer to government spending cuts. It's a new way to continue to invest in our community despite massive cuts in central government funding. In total, we're building:

- 3,050 new homes, including 1,100 council homes
- 300 genuinely affordable homes to rent
- 48 schools and children's centres
- 9,000m² of improved community facilities, the equivalent of 35 tennis courts

This important role will oversee the engagement programme over a number of schemes across CIP and will shape the strategy for engagement and the conversations we have with our residents and community and is vital to the successful future delivery of new homes.

About the role

The Project & Stakeholder Engagement Lead will lead the development and the strategic planning and mobilisation for a consultation and engagement programme for the various projects in the CIP team.

The successful candidate will be required to work on different phased of various development schemes, from early stage of the scheme, up to handover of the project to the Business As Usual team.

This role will be key in the delivery of some of our CIP project by enabling effective engagement with residents, tenants, councillors, wider stakeholders, and officers to meet the needs of stakeholders and Camden's objectives. The success of the engagement programme will be critical for the future success of the CIP programme.

The post holder will be required to form strong working relationships with stakeholders, to develop shared solutions for regeneration and development works in line with Our Camden 2025 ambitions. The post holder will be responsible for working to tight timescales and to meet the agreed project objectives. They will be required to work collaboratively with a wide range of internal and external stakeholders, within a political setting, to deliver the development works to make the local area a better place to live, work and visit.

The role will deliver the following example outcomes or objectives:

(i) Resourcing & Strategy Planning:

- Prepare a strategy & programme to bring forward consultation on multiple individual sites as proposed by the council.

(ii) Resourcing & Strategy Implementation:

To implement the engagement strategy including:

- Consultation event organisation and event production of presentation board/media as required.
- Manage correspondence and communications on the programme.
- Engagement strategy should reflect requirements of Camden Equality Impact Assessment to enable the team to continue to implement this strategy in compliance with EqIA throughout engagement programme.

(iii) Production of Consultation Toolkit - Engagement Materials and Templates

(iv) Social Value Plan

A core ambition of this programme is to embed social value and wider community partnerships through our delivery of new homes and to develop a legacy for benefiting residents through the delivery of the programme; to ensure that community benefits of the projects are maximised to provide local employment, apprenticeships, and training opportunities during the delivery of projects.

About You

The new Project & Stakeholder Engagement Lead will

- Have experience of designing and delivering complex consultation and engagement strategies which will be used to ensure the successful delivery of extended development and construction phases of large-scale projects;
- Your experience will have been gained working on a range of infill and regeneration projects as you will be expected to use your experience to ensure the successful delivery of new homes within the fabric of existing estates and communities;
- Have a strong ability to implement robust communications plans to ensure projects are delivered, forging strong relationships with the local community including with those groups who are traditionally harder to reach and engage with;
- Excellent interpersonal skills including influencing and negotiating skills;
- Build a thorough knowledge and understanding of the proposed sites and estates, build relationships with the stakeholders and be present on the ground to meet stakeholders and represent Camden; and build relationships with internal and external colleagues to deliver a successful engagement programme;
- Be a creative thinker in problem solving and demonstrable ability to deal with a wide range of stakeholders; including crisis communications and emergency planning skills;
- Have excellent verbal and written communication and presentation skills; especially important to have experience of writing clear, concise, and engaging briefing notes, consultation materials and stakeholder information for a range of audiences;
- Have excellent IT skills in all main Microsoft Software and ability to easily pick up the use of new systems;
- Able to operate on own initiative yet be a team player.

Work Environment:

The CIP team is office based with regular visits to sites when required. This role will require the candidate to be present on selected sites across the borough throughout the implementation of the engagement programme. The post holder will be required to attend occasional weekend and evening meetings and may be required to be contactable for emergencies out of hours. The post-holder will be required to work in an 'agile' way in line with Camden's flexible work environment.

People Management Responsibilities:

This post has responsibility for areas of work which involve managing and motivating people and teams (including those outside of the Council) to achieve objectives.

This post may have line management responsibility for a small team: this could include Consultation and Engagement Officers, Participation Officers, Development Officers and/or Programme Officers.

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Relationships;

A significant proportion of this role is about understanding, and meeting stakeholders' needs and issues, as well as Council objectives, using communications and engagement skills to build effective relationships. The post holder will need to have strong inter-personal skills, the ability to develop strong networks and working relationships and use them to good effect. The post holder must be comfortable working with colleagues at all levels but especially those more senior than themselves, and able to assist the development team to implement their objectives, taking a leadership role on agreed engagement activities and themes.

Regular contacts include members of the public, particularly residents and wider community, heads of service and other service managers across the Council, senior officers, Cabinet members, other councillors, representatives from external organisations, corporate and CIP comms teams.

The role's main contacts will include:

Internal:

- Heads of Development, Housing Management, Participation, and other Heads of service throughout LB Camden
- Members of the CIP Management team
- Members of Development, Housing Management and Participation teams
- Members of Camden's property services and estate management.

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 other ethnic groups, those who identify as LGBT+, neurodiverse and disabled people. 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). 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,