

Job Profile Information: *STEAM Programme Manager*

This supplementary information for *STEAM Programme Manager* is for guidance and must be used in conjunction with the Job Capsule for Job Level...4.... Zone...2... Camden Way Category3/4.....

It 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.

Role Purpose:

To oversee the implementation phase of the Camden STEAM Commission, developing, commissioning and managing STEAM projects and initiatives in partnership with the Chair of the Commission, the Implementation Steering Group and other internal and external stakeholders.

Example outcomes or objectives that this role will deliver:

- To develop and implement the Delivery Plan for the Camden STEAM Commission, to include measurable KPIs, timeframes for delivery and the identification and allocation of resources.
- To lead on the development and delivery of key policies, programmes and projects to support the delivery of the Camden STEAM Commission recommendations.
- To establish the evaluation framework for the programme of activity resulting from the Camden STEAM Commission.
- To work with and influence a range of internal and external stakeholders in order to deliver the Camden STEAM Commission's recommendations. Stakeholders will include elected Members, local businesses, schools, FE & HE and other internal teams, as well as key external stakeholders like central government departments, GLA and the LEAP.
- To facilitate the STEAM Implementation steering group, planning agendas etc
- To liaise with the Leader of the Council, the Chair of the Commission and the steering group to develop and produce the STEAM delivery plan
- To allocate resources and commission projects which deliver against STEAM recommendations
- To oversee the first two years of delivery, commissioning activity as appropriate
- To establish the evaluation strategy and framework for the Camden STEAM initiative and monitor and report against this framework.
- To disseminate and promote best practice identified through the delivery of the Camden STEAM Commission's recommendations, including key external stakeholders such as GLA and CLF in their development and implementation of the London Skills Strategy.

People Management Responsibilities:

No direct line management responsibilities

Relationships;

- Works with the Councils Brokerage Manager who aims to facilitate linkages between Businesses and Schools
- Supports the Head of Placeshaping & Economic Development to manage the communication of key objectives and outcomes with elected Members, senior management and partners.
- Works with Corporate colleagues especially heads of service and senior officers in business facing services and employment and skills services for young people and adults
- Engages a wide range of stakeholders including business, funders and partners across the public, private and voluntary sector. Stakeholder partners might include but are not restricted to;
 - Members of the Camden STEAM Commission Steering Group which includes large and small businesses, schools, HE and FE and the GLA.
 - Business improvement districts and business partnerships including the Camden Business Board
 - Businesses in the borough – SMEs, micros and large corporates and multinationals
 - Higher education institutions such as UCL, University of the Arts
 - Further education colleges – Westminster Kingsway college
 - Jobcentre plus
 - VCS training and employment support providers
 - Greater London Authority

Work Environment:

The role will be based in the new London Borough of Camden offices, 5 St Pancras Square, in the heart of the King's Cross Central development. It is a hot desking environment.

The role requires a significant amount of contact with a wide range of partners through strategic relationships, often in meetings in and outside of the council.

Technical Knowledge and Experience:

- Able to demonstrate Camden's Ways of Working
- High level of analytical capability and able to take a strategic approach
- Political sensitivity, judgment and ability to work with senior business leaders, public sector leaders and politicians
- Ability to work proactively, creatively and flexibly, responding to evidence and needs and lobbying funders and other agencies
- Excellent communication, presentation and influencing skills that can be used at a range of levels including Council members, private sector partners, senior managers, service providers and service users ;

- Diplomacy skills, including the ability to establish and maintain good working relationships with a wide variety of people
- Excellent organisational skills and the ability to forward plan and manage multiple tasks with minimum supervision and to tight deadlines.
- Good project development, management and monitoring skills;
- Good financial and budget management skills
- An appropriate qualification in Economics, Urban Regeneration or any related discipline, or relevant experience.
- Senior level experience in economic development and/or regeneration

Camden Way Five Ways of Working

In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

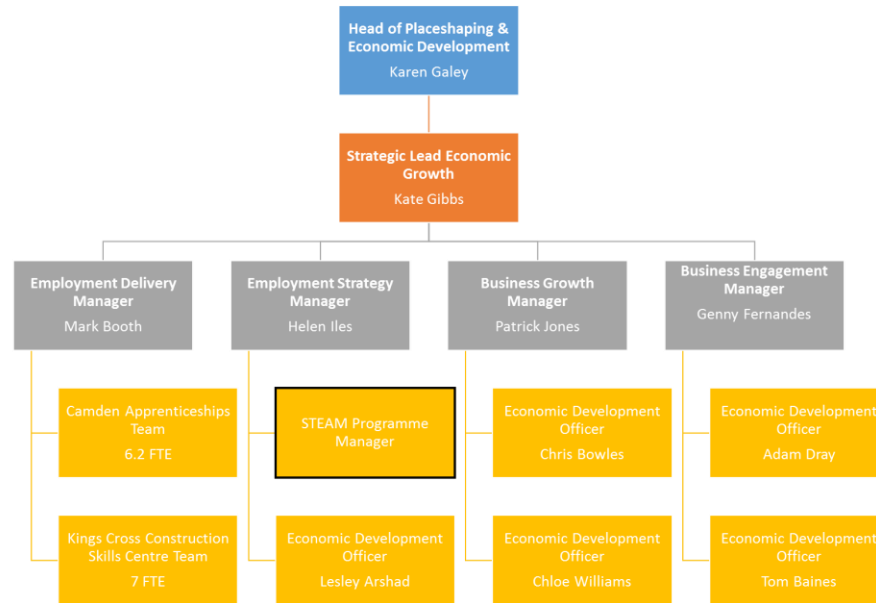
- Deliver for the people of Camden
- Work as one team
- Take pride in getting it right
- Find better ways
- Take personal responsibility

For further information on the Camden Way please visit:

<http://www.togetherwearecamden.com/pages/discover-jobs-and-careers-in-camden/working-for-camden/>

Chart Structure –

Economic Development Structure



Placeshaping & Economic Development Top Level Structure

