**Job Profile**

**Inclusive Innovation Network (IIN) Project Officer**

**Level 4, Zone 1**

**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 lead on aspects of strategy, improvement and transformation in areas related to the development of the Inclusive Innovation Network internally and with a complex range of organisations outside of the council.
* To lead on developing and maintaining partnerships with a range of private and public sector organisations to support the objectives of the IIN.
* To support and coordinate work with high levels of ambition, complexity or risk – including a range of projects to bring about effective and positive change across the organisation
* To work in a variety of disciplines and environments across the whole organisation to assist in the delivery of corporate and directorate priorities

**Example outcomes or objectives that this role will deliver:**

The post holder will work flexibly to deliver the purpose above. Key outcomes will include:

* Successful engagement with colleagues at all levels across the organisation, as well as residents and partners as appropriate
* Building and maintaining a council knowledge base of partners and their capabilities
* Enabling the scaling of the “Network”
* Showcasing innovation outcomes and managing approaches to extract and re-use learning.

**People Management Responsibilities:**

The post has no line management responsibilities but the post holder will be required to manage finance for the IIN and resource on individual projects for which they are Project Manager and other activities that they may be leading on.

**Relationships:**

The post holder will be largely self-managing with personal management and development carried out within the service.

The post holder will be expect to develop and maintain excellent relationships across and outside of the organisation, with elected members as appropriate, partner organisations, government department and customers as dictated by the projects, roles and tasks they will be carrying out.

**Work Environment**

The post holder may be required to work in a variety of teams and workplaces.

**Technical Knowledge and Experience:**

The post holder would be expected to have substantial experience of working in one or more of these areas and the ability to gain an understanding and knowledge of a number of others:

* Experience and understanding of local government
* Strong communication and report writing skills
* Ability to analyse and understand a range of information and data
* Proven work ethic and initiative
* Innovation and future thinking
* Engagement
* Relationship management
* Project and risk management
* Service review and redesign

**Camden’s 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 that links the Camden Plan, the Camden Way and the Financial Strategy.

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/>

For this role, the expectation is that the candidate delivers examples set out against **Category 4** of the Camden Way.