

**Risk Manager
Level 5, Zone 2**

Role Purpose:

To lead the activities of the Council's risk management function and contribute to the strategic development, implementation and delivery of the Council's risk management strategy. To also assist in providing assurance that the Council's objectives are met by maintaining and enhancing the Council's risk management framework.

Example outcomes or objectives that this role will deliver:

To deliver and manage the Risk Management function across two authorities (LB Camden and LB Islington). Main duties and responsibilities across both authorities include:

1. Managing the Risk Management function and defining and driving the Council's risk management agenda to ensure that corporate risk management function is delivered in such a way as to ensure an economic, efficient and effective service, which is delivered in accordance with statutory requirements and best practice.
2. To review and monitor the Corporate Risk Management Framework, and standard procedures to control and monitor the risk management process both corporately and locally in service areas of the Council and in areas of partnership working.
3. To implement and monitor the corporate Risk Management Strategy, Framework and linked processes to embed the formal management of risk throughout the council.
4. To undertake annual vetting of the Council's operational risk arrangements as part of the reporting of 'assurance' required within the formal preparation of accounts.
5. To provide advice and training in implementing all relevant legislative requirements and best practice guidelines in respect of risk management to Service Managers.
6. To contribute to the Council's Anti-Fraud and Corruption Strategy by ensuring that fraud risk is effectively identified and incorporated in service risk registers.
7. To undertake wide-ranging directorate liaison with local service managers on the introduction of robust systems for identifying, profiling, controlling and monitoring of all significant strategic and operational risks.

8. To design, review and improve monitoring and review processes to test the effectiveness of the risk management process against agreed standards and targets.
9. To develop systems/procedures that will move the council, its directorates and managers to a more 'risk enabled' culture.
10. To set up formal liaison arrangements with risk owners, advisors and local service managers.
11. To devise and implement training and development initiatives in relation to Risk Management on a council-wide basis.
12. To maintain all necessary records for the monitoring and reporting of the performance of the function.
13. To provide support to the HIA in ensuring the successful completion of all tasks and that work is accurate and up to date and that deadlines and targets are met.
14. To carry out such other duties that may be required from time to time by the HIA.

People Management Responsibilities:

The role reports directly to the Head of Internal Audit. No direct line-management responsibilities, but may be required to supervise trainee staff on occasions.

Relationships;

This is a high profile and varied role that works closely with colleagues in Internal Audit and Investigations and contributes to the overall governance and control environment. The job will require excellent interpersonal and communication skills to effectively deliver risk management services to officers, including senior management, across two authorities (LB Camden and LB Islington) and partnership organisations.

Work Environment:

Flexibility will be required in terms of meeting reporting deadlines.
Travel to the various Council buildings will be required.

Technical Knowledge and Experience:

The role requires extensive technical knowledge and experience, including:

1. At least 3 years working experience of the risk management process acquired in a major public or private organisation.
2. Sound understanding of legislative requirements affecting risk management.

3. Good working knowledge of current best practice on risk management both in the public and private sectors.
4. Experience of producing high level reports on strategic and operational issues for senior officers and Councillors.
5. An ability to undertake wide-ranging liaison with senior managers from a variety of professional disciplines.
6. Experience of devising, implementing and monitoring systems and procedures in relation to the risk management process.
7. Ability to deal with senior management and professionals from other public/private sector organisations on all aspects of risk management.
8. An understanding of the key links between an organisation's insurance function and the risk management process.
9. Experience of undertaking performance review of service areas.
10. Ability to undertake presentations to senior managers and operational staff utilising modern presentation techniques.
11. Experience of preparing and running training courses.
12. Ability to organise and chair meetings of operational staff on key aspects of risk

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:

<https://camdengov.referrals.selectminds.com/togetherwearecamden/info/page1>

Chart Structure

