

Job Profile

Job Title: Senior Policy and Project Officer – Supporting Communities

Job Grade: Level 4 Zone 2

Salary Range: £42,687 - £49,515

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 shape and influence a better future for us all.

The Supporting Communities directorate is the largest in the council, tackling those really big issues in housing, environment, local economy, community services, planning and development. We are committed to translating our vision into real changes on the ground for our residents. We are devolving power to residents, joining up our services and supporting frontline staff to innovate and create solution where they are and with who they know best.

About the role

You will lead on aspects of strategy, policy, improvement and transformation in key areas of work across the organisation – including supporting the cross-cutting council-wide outcomes approach. You will support and coordinate work with high levels of complexity or risk – including a range of projects to bring about effective and positive change across the organisation but specifically in Supporting Communities.

You will work in a variety of disciplines and environments across the whole organisation to assist in the delivery of corporate and directorate priorities, making intelligent use of data to measure outcomes, inform decision-making and shape and improve service delivery.

About you

You will work flexibly to support the development of innovative and effective policies and strategies to achieve key corporate priorities and outcomes in line with "We Make Camden".

You will successfully engage with colleagues at all levels across the organisation, as well as residents and partners as appropriate. You will make contributions to evidence-based policy making through effective use of research and intelligent use of data and information. You will support organisational change, including service review and redesign as required.

You will have experience of working in local government or public services and have experiences in the following areas,

- Strong communication and report writing skills

- Ability to analyse and understand a range of information and data
- Proven work ethic and initiative
- Ability to effectively use a wide evidence base to solve challenging problems
- Innovation and future thinking
- Engagement
- Strategic and financial planning, development, implementation and monitoring
- Data, research, performance management and monitoring
- Project and risk management
- Service review and redesign
- Qualification in a recognised project management or improvement discipline or experience commensurate with the requirements of this post.

Work Environment:

The role will comprise of some office working, some home working and some working in the community.

People Management Responsibilities:

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

Relationships:

You will hold relationships with senior council officers and elected members. You will also maintain effective partnerships with external services.

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

We want Camden Council to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do. 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,