

## **Job Profile: Neighbourhood Hubs Transformation Officer**

**Job Title: Neighbourhood Hubs Transformation Officer (FTC 24 months)**

**Job Grade: Level 5, Zone 1**

**Salary Range: £49,930 - £57,543**

### **About Camden**

Camden is building a place where everyone can thrive by making our borough the best place to live, work, study and visit. We're not just home to the UK's fastest 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 Neighbourhood Hubs Transformation Officer post is based within the Regeneration Team. The Regeneration Team plays a key role in shaping and delivering area-based regeneration projects and programmes in the borough, working across the Economy, Regeneration and Investment directorate and Supporting Communities and beyond. It is responsible for developing and delivering effective regeneration projects and programmes that have positive social, economic and environmental outcomes for Camden's communities and neighbourhoods.

### **About the role**

We are looking for a Neighbourhood Hubs Transformation Officer to join our Regeneration Team. This is a new role that has been created to ensure the fast-paced delivery of our exciting programme of work to transform a handful of underused Council properties into thriving Neighbourhood Hubs. The postholder will create a Neighbourhood Hubs delivery plan and work in partnership with local people, organisations and businesses to co-design spaces to deliver services and activities which tackle local challenges and improve their neighbourhoods.

Supported by a Construction Manager you will project manage the transformation process of these assets with responsibility for delivering the vision, building financially sustainable operating models, managing risks and bringing together key stakeholders in the respective neighbourhoods.

You will work alongside a range of council departments to take these buildings through the stages of transformation whilst constantly looking to drive participation, innovation and collaboration.

## **About you**

- Experience of collaborating successfully and co-designing with a range of internal and external stakeholders including community groups and residents, demonstrating excellent stakeholder management and interpersonal skills
- Experience of developing theory of change models, project briefs and business cases/plans
- Proven track record and demonstrable experience of defining and delivering complex regeneration projects from inception through to completion against demanding timescales
- Experience of commissioning and managing consultants, design teams and contractors in the development and delivery of capital projects.
- High level knowledge of the processes involved in the full life cycle of a physical asset transformation and construction project
- Experience in developing financially sustainable business plans, operating models and related governance over the course of a lease
- High level of negotiation and influencing skills
- Adaptable, willingness to take on tasks to get the job done and able to work at pace.
- Excellent teamwork, collaboration, networking and partnership building skills.
- An engaging communicator, with the ability to lead others and galvanise support.
- The ability to line manage staff and manage/ coordinate multi-disciplinary project teams is required
- Passionate about regeneration and creating exceptional, sustainable places and opportunities for local communities
- Embraces innovation and actively seeks out best practice
- Solution focused, challenges constructively and respectfully takes onboard feedback
- Understanding of the latest software and digital solutions relevant to the post
- Educated to degree level or equivalent, preferably with a professional qualification related to the built environment.

## **Work Environment:**

This role is office based at 5 Pancras Square but some working from home is encouraged. 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. External meetings are likely and site visits are essential, along with a willingness to work outside of normal office hours when requested.

## **People Management Responsibilities:**

The post holder will be responsible for overseeing the procurement and management of consultants and their outputs and matrix management of project teams that cross council directorates and in some cases organisations. Reports to the Strategic Lead Regeneration.

## **Relationships:**

The Neighbourhood Hubs Transformation Lead is a leadership role and the postholder will be responsible for collaborating successfully and co-designing with a range of internal and external stakeholders including community groups and residents. The postholder will be a visible representative of the Regeneration Team, both internally within the organisation and externally. The ability to lead multi-disciplinary project teams and to galvanise support is essential and on a day-to-day basis the role requires working closely and collaboratively with the other members of the Regeneration Team as well as with teams and individuals across Supporting Communities, partner organisations, stakeholders, and local resident and business groups.

## **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](http://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](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG.

**Structure showing new post**

