



Job Description

- Job Title:** Talent and Organisational Development Consultant
- Location:** 163 Eversholt Street, London NW1 1BU with potential for home working; national travel required at times.
- Hours of work:** Full time with hours necessary for the demands of the role.
- Reports to:** Chief Talent Officer

Purpose of the Role:

AET is ready to unlock the potential in all our children and young people. We are building a network of excellent schools across England. Excellent schools need excellent leaders, alongside teachers, and support teams to deliver the very best for our children and young people. To make this happen we are creating a new role, at the heart of AET's talent team working hand and glove with our Chief Talent Officer, Head of Teacher Development, Head of Leadership Development, coaching faculty, education, HR and network advancement teams. This role is critical to us establishing AET as the model to the system.

This key role will support the research, design, testing, launch, delivery and continuous improvement of our emerging 'people first' talent strategy. The role will actively support our new regional talent forums enabling the building and development of our talent pools in order to deliver AET's objectives and to drive a high-performance culture. The role will be instrumental in making an impact across the talent life cycle so that we can become an employer of choice - somewhere where the best people strive to join and thrive when they're with us.

This role is for you if:

- You have a significant interest in talent management and organisation development
- You are great at working collaboratively, diagnosing solutions, thinking creatively and delivering change
- You believe that employees should be treated as adults, consumers and human beings - not numbers - this is about really thinking through how we support and engage our people
- You want to drive radical change in one of the largest educational organisations in the country.
- You believe that you can put developing talented people at the centre of everything our Trust does, so that every single one of AET's children receives a truly excellent education.

Responsibilities:

Building the capacity and expertise our regions and schools need

- Work collaboratively with Regional Education Directors and AET's leadership team to enable deeper analysis of requirements, providing learning needs analysis, organisational development solution diagnosis, demand planning, contracting, commissioning, brokering, management and measurement of intervention effectiveness to support delivery of development plans against AET's priorities and local People Plans.
- Actively manage identified talent pools and alumni groups, monitoring membership to support AET's equality, equity, diversity and inclusion strategy so that cohorts are adequately engaged and continuously supported with targeted career development initiatives to enable future career advancement

Partnering and consultancy





- Provide effective consultation on all aspects of integrated talent management; the set of practices that have to work congruently to plan, attract, develop, assess, deploy and retain the people AET's needs.
- Monitor key performance indicators leveraging Management Information for analysis and insights that will support client area decision making and inform service delivery.
- Support the creation of talent policies as necessary and develop transparent processes and related communications to deliver effective talent solutions delivery and management of expectations.
- Undertake key projects as required to support client needs and manage delivery partners to deliver the best outcomes.
- Develop and coach Human Resources stakeholders and business leaders to build organisational capability around integrated talent management.

Our values:

The post holder will be expected to operate in line with our values which are:

- Be unusually brave
- Discover what's possible
- Push the limits
- Be big hearted

Other clauses:

1. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Group/Chief Executive.
5. There may be occasions when it will be necessary to cover other Administrative roles within the academy or to work with the administrative team when there are peaks and pressing issues.
6. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
7. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

Safeguarding

Academies Enterprise Trust and all of our academies are committed to ensuring the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We adopt a robust, fair and consistent recruitment process which is inline with Keeping Children Safe in Education guidance. This includes online checks for shortlisted candidates. All offers of employment are subject to an Enhanced DBS check, references, and where applicable, a prohibition from teaching check.





Equality, Equity, Diversity and Inclusion

At AET, we want all of our employees to feel included bringing their passion, creativity and individuality to work. We value all cultures, backgrounds and experiences, and we truly believe that diversity drives innovation. Join our family and help us inspire every child to choose a remarkable life.

Person Specification

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General heading	Detail	Essential requirements:	Desirable requirements:
Qualifications	Qualifications required for the role	<ul style="list-style-type: none"> Educated to at least MCIPD or relevant degree/masters level qualification 	
Knowledge/Experience	Specific knowledge/ experience required for the role	<ul style="list-style-type: none"> Knowledge and proven experience of implementing best practice OD/L&D solutions to drive a high performance culture. Operated as a successful senior HR, talent, learning or organisational development partner Experience of linking Learning and Development initiatives with wider talent and performance management strategies Experience of Learning Needs Analysis 	<ul style="list-style-type: none"> Vendor management experience Experienced in designing and implementing talent solutions Level 1, 2 & 3 psychometric qualifications Level 3 qualification in managing assessment/development centres
Skills	Abilities	<ul style="list-style-type: none"> Presence and credibility to work with senior stakeholders Operated as a successful senior HR Business Partner or Resourcing professional in large complex corporate organisations 	



		<ul style="list-style-type: none"> • Excellent verbal and written communication skills 	
Personal Characteristics	Behaviours	<ul style="list-style-type: none"> • Consultative and collaborative approach 	
	Values	<ul style="list-style-type: none"> • Ability to demonstrate, understand and apply our values <ul style="list-style-type: none"> ○ Be unusually brave ○ Discover what's possible ○ Push the limits ○ Be big hearted 	
Special Requirements		<ul style="list-style-type: none"> • Successful candidate will be subject to an enhanced Disclosure and Barring Service Check • Right to work in the UK • Show a commitment to promoting the welfare and safeguarding of children and young people • Show a commitment to providing a fair, equitable and mutually supportive learning and working environment for our children & young people and staff 	