**Job title: People and change consultant**

## **Senior Consultant (Grade 5)**

**Location: London**

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| Job purpose | | | | | | | | |
| To apply in-depth knowledge and specialist skills in any of the following technical areas (team effectiveness & collaboration, leadership & capability, culture & organisational change, operating model & organisation development) on a range of high profile client projects. | | | | | | | | |
| Roles and responsibilities | | | | | | | | |
| * Leads one or many project team(s), with support from Arup project Manager/ Director by planning and organising project, coordinating activities, tracking and reporting on project delivery, client liaison. * Supports project economics by demonstrating good commercial discipline and leading to ensure the project commercially delivers against Arup’s business plan. * Liaises closely with key client stakeholders to facilitate the delivery of set project outcomes. * Supports Arup project Manager/Director and client to scope requirements and prepare proposals, developing client relationships, building internal and external networks. * Contributes to the development of methodologies, tools, thought leadership papers, and the People and Change community of practice and Operations Consulting skills network. * Develops/maintains strong client relationships and commanding the confidence of others, internally and externally. * Builds engaging relationships with a range of internal stakeholders to help influence other disciplines and share People and Change best practices. * Draws on relevant theories, evidence-based practice in the design and delivery of organisational diagnostics workshops * Reviews, analyses and reports on client’s organisational behaviour and cultural landscape * Applies knowledge of organisational change theories and practices to make recommendations to client challenges | | | | | | | | |
| Education and experience | | | | | | | | |
| Education | | **Required:**  Typically, a first degree and/or extensive experience in people and change consulting | | | | | | |
| **Desired:**  Master’s degree in the behavioural or management sciences field, e.g. occupational psychology, organisational behaviour, organisational design, MBA | | | | | | |
| Professional qualifications | | **Required:**  Chartered or working towards or considering becoming Chartered with a relevant institute such as British Psychology Society (BPS) and Chartered Institute of Personnel Development (CIPD) | | | | | | |
| **Desired: N/A** | | | | | | |
| Experience | | **Required:**   * Typically, 5+ years of experience in a consulting or in-house environment * Experience in two or more of our technical areas (team effectiveness & collaboration, leadership & capability, culture & organisational change, operating model & organisation development) * Project management and delivery skills, including financial and risk management * Capability in developing business proposals for clients, by understanding client requirements and drawing together expertise from across a multi-disciplinary firm. * A collaborative style of working that fosters innovation and teams working. | | | | | | |
| **Desired:**   * Experience in organizational readiness (research methodologies, job analysis, selection and assessment, training needs analysis, large scale training design and delivery, project management). * Experience in one or more of the following markets: Manufacturing, Rail, Highways, Energy, Aviation and/or Water Accredited to use psychometric instruments: Certificate of Competence in Occupational Testing (formerly Level A & B) | | | | | | |
|  | Skills and competencies | | | Level 1- Awareness | Level 2- Application | Level 3- Proficient | Level 4- Skilful | Level 5  Expert |
|  | **Behavioural** | | | | | | | |
|  | Communications | | |  |  | 🗹 |  |  |
|  | Teamwork and Leadership | | |  | 🗹 |  |  |  |
|  | Thinking and Decision Making | | |  |  | 🗹 |  |  |
|  | Building customer/client relationships | | |  |  | 🗹 |  |  |
|  | Commercial acumen | | |  |  | 🗹 |  |  |
|  | Developing Skills, Knowledge and Experience | | |  |  | 🗹 |  |  |
|  | Planning & Organising | | |  |  | 🗹 |  |  |
|  |  | | |  |  |  |  |  |
|  | **Technical** | | | | | | | |
|  | Operating models & organisational development | | |  |  |  |  |  |
|  | Culture transformation & change | | |  |  |  |  |  |
|  | Team effectiveness & collaboration | | |  |  |  |  |  |
|  | Leadership & capability | | |  |  |  |  |  |
|  | Resilience & wellbeing | | |  |  |  |  |  |
|  | Desired | | | | | | | |
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| Working conditions | | | | | | | | |
| Hours of work | | | Normal work hours (open to discuss flexible work arrangements) | | | | | |
| Travel requirement | | | * May be expected to work in client locations for up to 3-4 days a week * Travel to and from client sites /or temporary assignments to client’s offices may also be required * Going forward may be required to work across our global network of offices | | | | | |
| Exposures | | | Long sitting, laptop lights | | | | | |