**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
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| 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.
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| **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)
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|  | Skills and competencies | Level 1- Awareness | Level 2- Application | Level 3- Proficient | Level 4- Skilful | Level 5Expert |
|  | **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 |
|  |  |  |  |  |  |  |
| 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
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| Exposures  | Long sitting, laptop lights  |