



UNIVERSITY OF PLYMOUTH

Role: Senior Human Resources Partner

Grade: 8

Reports to: Head of HR Partnering

Direct responsibility for: HR Partner and Assistant HR Partner

Role Summary

The Senior Human Resources Partner works in partnership with senior leaders across Faculties and Professional Services to deliver the ambitions of the University's People Strand and wider University Strategy. Through trusted partnership, evidence-based people insights and expert HR practice, the role enables organisational effectiveness, workforce planning, leadership development, organisational design, talent management and culture development.

The postholder plays a leading role in supporting organisational change and transformation, building leadership capability, strengthening employee engagement and creating an inclusive, collaborative and high-performing culture where colleagues can thrive. They will help create the conditions that enable individuals, teams and the wider University community to contribute successfully and achieve outstanding outcomes.

All activities undertaken within this role must comply with the University's Safety Policy, Ethics, Data Protection etc. and be undertaken in a manner that demonstrates the University's commitment to equality, diversity, inclusion and belonging.

Key Accountabilities

Strategic Partnership and Leadership

- Act as a trusted partner to Deans, Directors and senior leadership teams, providing expert advice and guidance and ensuring shared ownership of people priorities.
- Contribute as a member of Faculty and/ or Professional Service leadership teams, ensuring people considerations are embedded within strategic and operational decision-making.
- Influence and shape strategic people initiatives that support delivery of the University's People Strand and institutional objectives.
- Champion a culture of visible leadership, trust, accountability and engagement.

Organisational Change and Transformation

This job description provides a general reflection of the key accountabilities associated with the post, it is expected that the role holder will undertake any other reasonable activities to assist in efficient service delivery

- Support leaders to navigate change with confidence and purpose through effective planning, engagement and communication.
- Provide expert advice on organisational design, role design and restructuring activities.
- Evaluate the effectiveness and people impact of change initiatives and support continuous improvement.

Leadership Development and Workforce Capability

- Contribute to the development of the University's people leaders through coaching, mentoring and development interventions.
- Support leaders to create high-performing, inclusive and engaged teams.
- Work collaboratively with learning and organisational development colleagues to identify and implement development solutions aligned to organisational needs.

Workforce Planning, Talent and Succession

- Lead strategic workforce planning activities aligned to current and future service requirements.
- Develop and implement talent management, succession planning and workforce development strategies.
- Advise on recruitment, retention and workforce deployment strategies that enhance organisational performance and sustainability.

Culture, Inclusion and Employee Experience

- Support the delivery of People Strand priorities by supporting leaders to foster a culture of excellence, innovation, collaboration and continuous improvement.
- Use workforce data and people insights to identify opportunities to improve inclusion, diversity and organisational culture.
- Ensure equality, diversity, inclusion and belonging considerations are embedded within people policies, practices and decision-making.

Employee Relations and Risk Management

- Provide strategic oversight and leadership of employee relations activity within assigned Faculties and/ or Professional Services.
- Support leaders in addressing complex employee relations, organisational and workforce issues.
- Lead or support complex investigations, formal appeals, organisational change consultations and Employment Tribunal cases as required.
- Ensure consistent, legally compliant and values-led application of people policies and practices.

Team Leadership

- Provide effective leadership, coaching and development for direct reports.
- Foster a collaborative, inclusive and high-performing team culture within the HR Partnering function.
- Contribute to the continuous improvement and development of HR services across the University.
- Act as a role model for University values and behaviours.

Knowledge, Education and Training:

This job description provides a general reflection of the key accountabilities associated with the post, it is expected that the role holder will undertake any other reasonable activities to assist in efficient service delivery

Essential

- Educated to degree level or equivalent professional experience.
- CIPD Level 7 qualification (or equivalent experience demonstrating strategic HR expertise).
- Significant professional knowledge across strategic HR practice, including:
 - Employee Relations
 - Organisational Development
 - Change Management
 - Workforce Planning
 - Talent Management
 - Leadership Development
 - Equality, Diversity, Inclusion and Belonging
- Strong understanding of UK employment legislation and its practical application.
- Advanced digital literacy, including Microsoft Office applications and use of workforce data and analytics.

Desirable

- Qualification or continuing professional development in coaching, organisational development, change management or leadership development.
- Experience applying organisational diagnostic and workforce analytics tools.

Experience:

Essential

- Significant experience operating in a strategic HR partnering role within a complex organisation.
- Experience influencing and building effective relationships with senior leaders.
- Experience supporting organisational change and culture transformation initiatives.
- Experience coaching, supporting and developing senior leaders.
- Experience of strategic workforce planning and talent management.
- Experience managing complex employee relations matters.
- Experience leading projects and delivering measurable organisational outcomes.

Desirable

- Experience of working within higher education or similarly complex public sector environments.
- Experience supporting organisation-wide transformation programmes.

University of Plymouth Behaviours:

- Demonstrates Self-Leadership
- Develops self and others to deliver
- Leads and operates in times of change and ambiguity
- Builds and secures value from relationships
- Drives innovation and action
- Creates and contributes to a shared vision
- Uses sound business judgement

This job description provides a general reflection of the key accountabilities associated with the post, it is expected that the role holder will undertake any other reasonable activities to assist in efficient service delivery