



Post Title	People Business Partner
School / Organisation	Avanti Services Ltd
Location	Harrow
Grade	Grade 11, £48,031 - £51,036 per annum
Hours	Full-time
Contract Type	Permanent
	Year-round
Reports to	Head of People
Preferred Start Date	As soon as possible

MAIN PURPOSES OF THE JOB

The role is a member of the People Services (PS) leadership team. The People Business Partner role will partner with leadership and senior management to guide, advise and support them in the development of strategies to improve the experience, performance, and management of our people. This role will implement organisational change in line with the objectives of the Avanti Schools Trust People Strategy.

The postholder will add value in pursuit of the overall corporate objectives of the Trust by evaluating current performance, analysing people data metrics and identifying opportunities to upskill and develop school leaders in all aspects of successful people management.

The People Business Partner will embrace a one-team ethos across the People Services team, continually supporting team development and challenging the status quo to ensure a consistent, value-adding PS provision to leaders and colleagues.

At Avanti we take a value-based, empathetic, pragmatic and, above all, a 'human' approach to people management and this role acts as a partner to our Leaders to empower colleagues to deliver outstanding services to our stakeholders.

RESPONSIBILITIES OF THE JOB

Partnering with Leadership and Senior Management

- Partner closely with leaders and managers to understand and identify the key business drivers, performance issues and associated people requirements for both current and future challenges, using data to drive evidence-based decision-making processes.
- To act as a PS subject matter expert to your schools and/or central service areas on the full range of PS & Org Development interventions including workforce planning, reward and recognition, talent management, engagement and well-being to attract, develop and retain a workforce that lives the Trust's values
- Support cultural changes across your areas through a variety of different methods, enabling managers to more effectively line manage their staff and enhance their people management skills
- To be the PS lead on organisational redesign projects and restructure proposals within your areas, utilising the support of colleagues where necessary
- Have PS oversight of cyclical PS activity within your schools, supporting leadership and management to ensure timely completion.
- Coach, guide and advise leadership on complex situational people issues and the handling of difficult and challenging situations.
- To work in a consistent approach with other PS colleagues in providing data analysis to senior leaders and managers in order to inform future decision-making
- To work with leadership to identify learning and development opportunities that will enhance organisational performance and contribute to the wider decision-making process in developing their people.

Centre of Expertise Lead



- Act as the PS lead for a centre of expertise, on either Employee Value Proposition, EDI or Mental Health and Well-being (TBC), taking forward development of key policies, processes and practices that benefit our management and people.
- Work collaboratively across the Trust to seek views, gain insights and place a design thinking approach at the core of development.
- Act as a source of advise to other PS colleagues on your Centre of Expertise, helping to resolve gritty problems and provide trusted advice.

Trust-wide PS Projects

- To be jointly responsible with the rest of the PS leadership team for the successful implementation of the People Strategy objectives, by leading project streams that move us towards our goals.
- Feed into PS projects being led by others and brings insights from the areas you partner with you to enable better PS policy, process and procedure development with a true employee focus.

PS Leadership

- Lead and direct the Assistant People Business Partner, with oversight of their activity, providing developmental activity and training as beneficial.
- Be a core part of the PS Leadership team, working closely with other PS leadership team members as the Head of People to set the future direction, prioritise activities, deliver the Trust People Strategy and to collaboratively work through issues and challenges as they appear.
- Maintain up to date awareness of best practice in PS & Org Development, changes in employment legislation affecting MATs and plan and share your learnings with the wider team
- Embrace a one team ethos across the People Services team, continually supporting team development and challenging the status quo to ensure a consistent, value adding PS provision to leaders and colleagues.
- Keep abreast of DfE and OFSTED requirements.

PERSON SPECIFICATION			
Criteria		Requirement	
		<i>Essential</i>	<i>Desirable</i>
1.	Experience partnering with senior leadership to develop people solutions to complex unit-wide people challenges	X	
2.	Confident in acting as a critical friend to leadership, coaching and challenging leaders to grow and develop in a people-centric way	X	
3.	Previous experience working in an HR generalist role	X	
4.	Experience in supporting managers in all areas of people matters including employment offers, people policies, performance improvement, disciplinary & grievance, absence & sickness, variation of terms, termination of employment and recruitment, etc	X	
5.	Experience working in a fast-paced HR team, providing complex-level advice on HR policies and procedures, employment law and employee relations issues	X	
6.	Experience in developing/updating policies with changes in employment legislation.	X	
7.	Sound working knowledge and understanding of UK employment legislation	X	
8.	Ability to produce work to a high standard, with excellent accuracy and attention to detail	X	
9.	Excellent interpersonal and stakeholder management skills, with the ability to develop positive and effective working relationships with a range of colleagues, candidates and external stakeholders.	X	



10.	Ability to work on own initiative, making sound decisions quickly and efficiently and without close supervision	X	
11.	Excellent organisation and time management skills to be able to organise and prioritise multiple work streams within a fast-paced and evolving environment	X	
12.	Excellent ability to communicate clearly and concisely both verbally and in writing with managers and staff at all levels of the organisation	X	
13.	Commitment to the safeguarding and welfare of all students	X	

FURTHER INFORMATION

Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

For further information - <https://avanti.org.uk/wp-content/uploads/2023/08/Child-Protection-and-Safeguarding-Policy.Summer-23.pdf>