

Director of HR Consultancy and Research

We wish to appoint a new Director of HR Consultancy and Research, to lead and develop our employer-facing work and to increase our impact on HR policy and practice. The role will report to the Institute Director, and the successful candidate will be an active member of the Institute team.

Job description

The role will develop and lead our HR consulting and research. This work comprises consultancy and research across a range of HR-related areas including pay and reward, performance management, workforce strategy, employee experience, leadership, change-readiness, employee wellbeing, and equality and diversity. We work with employers, employer bodies and government agencies and departments – delivering a range of services including consultancy and support; evaluations of workplace interventions; and in-depth research and analysis on key HR trends and issues. We also convene an active, subscription-based network of employers (the HR Network).

The post holder will be responsible for the following:

- Developing and leading IES' HR work programme – working with the Head of HR Consultancy, the Head of HR Research Development and the wider team to develop our HR offer, diversify our funding base and raise our profile.
- Contributing to the achievement of income targets, including by: developing new funding opportunities, products and services; bidding for and winning work; and leading and directing a range of consultancy and research projects to high standards and the satisfaction of clients.
- Providing thought leadership on HR issues and trends – drawing together our evidence-based research and employer insights, and communicating through our own publications, blogs, sector press and wider opportunities.
- Leading and developing the HR Network – working with colleagues to develop a high-quality programme of events for members, and extending and expanding our membership offer and base.
- Leading, supporting and developing our HR and employer research and consultancy team – comprising around a dozen staff with expertise including consultancy, HR management, occupational psychology and social research.

- Contributing to the wider strategic development and management of IES including participating in management team meetings, contributing to the development of the annual business plan and running regular HR/employer market meetings.
- Developing and maintaining effective links with a range of stakeholders including key employers, employer and sectoral bodies, professional and employee representative bodies, relevant government and other public bodies, funding organisations and media (including sector press).
- Promoting the Institute's work – including through events, media engagement, blogs and writing.

Person specification

Candidates for this important role could come from a variety of backgrounds including HR consultancy, research organisations, HR management (in the private or public sector), the civil service or other public agencies. The essential requirements are:

HR expertise and professional skills

- Strong applied HR consultancy and/or HR research credentials, with a strong track record in leading and delivering employer-facing, HR related projects.
- An excellent understanding of current HR market, issues, and needs of employers, employer bodies and wider stakeholders including government.

Strategic business skills

- The strategic capability to lead the Institute's HR work – with a track record in developing and leading programmes of work that respond to and meet market demands.
- Proven commercial acumen and business development skills, with strong skills in developing funding relationships, identifying partnership opportunities and successfully bidding for and winning projects.
- The creativity and insight to identify how existing and new opportunities can be successfully developed.

Leadership

- Strong track record of leadership in a dynamic and changing environment, with demonstrable success in developing and implementing change.
- Experience of leading, motivating and building effective teams, working with a high-calibre team of HR/employer experts and supporting staff to perform effectively and collaboratively.

Stakeholder engagement and partnership working

- The ability and track record to build productive relationships with a wide range of employers, employer bodies and stakeholders, and to engage partners and funders around a compelling vision and narrative.
- The ability to represent the Institute and build its external profile, with a proven track record in disseminating insight through the media and publications.

What IES offers

This is an exciting career opportunity for the right candidate to lead a successful HR consultancy and research team into the next phase of its development.

The starting salary (£75,000-85,000) will depend on the expertise and experience that a successful candidate brings to the job.

In addition, IES offers:

- A contributory career-average defined benefit pension scheme (USS), to which IES pays a monthly contribution of 18 per cent of basic salary and you pay 8 per cent.
- 27 days' holiday per year, plus Bank Holidays and four Institute closure days.

IES has offices in Brighton and London. We anticipate that the post will mainly be based at our head office in central Brighton, although the Deputy Director would also be expected to spend time at the London office and the role will involve project travel within the UK and internationally.

The Institute has a friendly workplace culture in a superb location in which to live, with easy access to the sea, countryside, and plenty of culture and nightlife.

How to apply

Candidates should submit a full CV with a covering letter explaining their interest in the post and highlighting how they meet the criteria. Please provide details on your salary expectations for the role. An equal opportunities monitoring form should also be completed and can be downloaded from the job listing on the IES website:

<https://www.employment-studies.co.uk/vacancy/director-hr-consultancy-and-research>

Applications should be sent for the attention of Tony Wilson, Institute Director to careers@employment-studies.co.uk.

The closing date for applications is Monday, 17 December, 2018.

Initial interviews will take place on Tuesday, 8 January, 2019.

Shortlisted candidates will attend an interview and will be expected to give a presentation as part of the assessment. Fuller details of the process will be provided to shortlisted applicants.

Shortlisted candidates who wish to will also have the opportunity for informal conversations about the job and the Institute, with Tony Wilson (Institute Director).

IES is committed to equality of opportunity and we encourage diversity in the workplace.

Further background on IES

Established in 1968, the Institute for Employment Studies (IES) is a leading UK independent centre for research and evidence-based consultancy in employment, labour market and human resource policy and practice. We are not-for-profit and a registered charity, with a mission to bring about sustainable improvements in employment policy and human resource management. We achieve this by increasing the understanding and improving the practice of key decision-makers in policy bodies and employing organisations.

A key asset for IES is a strong core team of staff with internationally-recognised subject and methodological expertise. We have around 40 multidisciplinary staff in our Brighton and London offices, together with a pool of UK and international expert associates who contribute to IES projects.

IES is totally self-funding, with a turnover of over £3 million per annum from our research, consultancy and HR Network. Financially, we are a successful business, and have adapted well to the changing economic and policy environment of recent years through a policy of actively diversifying our funding streams.

In the 50 years since our founding, IES has operated according to several key principles:

- **Independence and dissemination:** crucial to the Institute's mission, and underpinning our charitable status is that our work benefits not just those who commission the research, but the wider community of policy- and decision-makers. This provides IES with an imperative to publish and disseminate the findings of its work widely.
- **Multidisciplinary, rigorous and ethical:** IES deploys a wide range of economic and social science disciplines in our work, approaching problems from different disciplinary perspectives and, where appropriate, combining them within research and consultancy projects. We set great store by the independence and rigour of our work. We are not a campaigning 'think tank' nor are we a process consultancy. We aim to deploy state-of-the-art methodologies to our work, supported by investment in staff training and development, and we uphold high standards of research ethics in all our work.
- **Dual focus on public policy and employers:** a unique aspect of IES is our dual focus on public employment policy and HR management. This stems from a recognition that the employment and regulatory policies of the state and its agencies, and the HR policies and practices of employers are two sides of the same coin, and that, to meet our mission, IES must pursue a balanced portfolio of work for both sides

Further information on IES is available at www.employment-studies.co.uk, and our annual reports are at www.employment-studies.co.uk/about-us.