

SCOTTISH POLICE
AUTHORITY



POLICE
SCOTLAND
Keeping people safe

DIRECTOR OF HUMAN RESOURCES

RECRUITMENT PACK 2017

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Advert

DIRECTOR OF HUMAN RESOURCES

The Scottish Police Authority is looking for an experienced and highly skilled Director of Human Resources to join Police Scotland's executive team.

Established in 2013, Police Scotland is responsible for policing across the length and breadth of Scotland, some 28,168 square miles. Its purpose is to improve the safety and wellbeing of people, places and communities in Scotland and keep people safe.

Police Scotland is the largest territorial police service in the UK in terms of its area of jurisdiction. With a workforce of circa 22,000 and an annual budget in excess of £1bn, it is the second largest police service, after the Metropolitan Police.

We are seeking a committed professional who will drive and foster an inclusive working environment during a programme of transformation as we continue with the next critical phases of public sector reform. Fundamental to this next phase will be our people and our organisational capabilities. We are seeking a professional who can empower and develop our workforce creating a more sustainable, more diverse, multi-skilled workforce able to operate effectively in the public, private and virtual space. This programme will bring about significant change and we require a human resource professional with an appetite for excellence who will ensure we meet our obligations as a responsible employer and build a sustainable police service.

Please contact our recruitment partner Badenoch & Clark, who will be supporting the Scottish Police Authority with this appointment. To request a full recruitment pack, please contact Badenoch & Clark directly on **+44 (0)141 220 6460** or e-mail izabela.weksler@badenochandclark.com

To apply for the post, please send a tailored CV and covering letter by e-mail to izabela.weksler@badenochandclark.com. Please note that the covering letter should be no more than two pages of A4 and it should highlight your motivations for applying and summarise your relevant skills and experience. It is, therefore, an important part of the application and will be used as part of our selection process.

If you would like a confidential, informal discussion about the role, please contact Badenoch & Clark directly on **+44(0)141 220 6460** or e-mail the aforementioned email address.

Applications should arrive no later than midnight, **Sunday 5 February 2017**.

Please note all third party or direct applications and enquiries will be forwarded to Badenoch & Clark.

Role Description

Four years on from the establishment of a single police service, Police Scotland has embarked upon the next phases of the reform journey which will involve a significant change and transformation programme aimed at building a more resilient, efficient and responsive police service. This represents a unique challenge for the right HR professional.

This change and transformation agenda remains a high priority for the organisation: Police Scotland continues to shape and implement a single operating model and develop further strategies to strengthen a consistent single organisation approach. The HR function is critical to the delivery of the transformation agenda and will provide leadership and direction to the whole organisation on people and development matters.

The successful candidate will be a key member of the leadership team, reporting to and supporting the Deputy Chief Officer. They will drive this change agenda with specific accountability for the development of the new people plan to support delivery of the Policing 2026 strategy, and ensure that we are a responsible employer developing a sustainable organisation.

The Director will provide leadership and direction in the areas of:

Area	By ensuring
Transformational organisational change	the People Plan and structure supports the organisational strategy
Training & Development	optimal training & development infrastructure and operating model
Employee Relations & HR policy	executive overview
Succession & Talent Management	business continuity and staff development
Recognition & Reward, including national pay negotiations	optimal outcomes for all stakeholders
Employee Engagement & Retention	strengthened employee engagement
Equality & Diversity	commitment to achieving equality outcomes
Health, Safety and Wellbeing	appropriate support is embedded within the organisation
Managing Performance	appropriate approach to managing performance
Resource Management	secure, effective planning and deployment of resources

Person Specification

The successful candidate will be educated to degree level, professionally qualified and appropriately experienced.

The successful candidate will have extensive experience of delivery whilst operating at an Executive HR level within a large and complex private or public sector organisation during a period of transformational change.

In addition, the successful candidate will also need to demonstrate sound knowledge and understanding in the following areas:

Area	By demonstrating
Strategic leadership thinking	sharp intellect and the ability to align stakeholders and concepts
Change leadership and tenacity	an appetite to challenge and change both process and people
People Leadership	the ability to create a culture that inspires others and lead large, highly engaged teams
Negotiation and influencing	the ability to create a culture of collective responsibility and collaboration
Compelling Communicator	the ability to speak and listen; delivering compelling messages to a wide audience
Commercial acumen	the translation of performance into tangible and demonstrable outcomes
Political Awareness	an appreciation of the Scottish Public Sector landscape and stakeholder engagement

Salary and Conditions of Appointment

Remuneration

This is a senior appointment in the organisation and remuneration will be negotiated with the preferred candidate.

Location

The location of the position is in central Scotland and is flexible between Tulliallan and Dalrnarnock with further business travel required across Scotland.

Medical

The successful candidate will be required to complete a pre-employment medical form.

Security Clearance

The successful candidate will be required to undergo management level vetting (MV) for security clearance, and any appointment will be subject to the outcome of this. This will be carried out by Police Scotland.

References

Two employment references will be required.

The Process

Candidates who progress through the long listing process, will be subject to the following:

A number of assessment activities week commencing the **13 March 2017** (including psychometrics and profiling).

A formal interview and presentation week commencing the **20 March 2017**.

How to apply

Please contact our recruitment partner Badenoch & Clark, who will be supporting the Scottish Police Authority with this appointment. To request a full recruitment pack, please contact Badenoch & Clark directly on **+44 (0)141 220 6460** or e-mail: **izabela.weksler@badenochandclark.com**.

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Applicants will be asked to complete an equal opportunities monitoring form as part of the application process. This will not be shared with anyone involved in assessing applications.

Key Documents

[Strategic Police Priorities for Scotland](#)

[The Strategic Police Plan](#)

[Police Scotland Annual Police Plan 2016/17](#)

[The SPA's Annual Review of Policing – 2015/16](#)

[Workforce Survey 2015](#)

[Police and Fire Reform \(Scotland\) Act 2012](#)

[Police Service of Scotland Regulations 2013](#)

