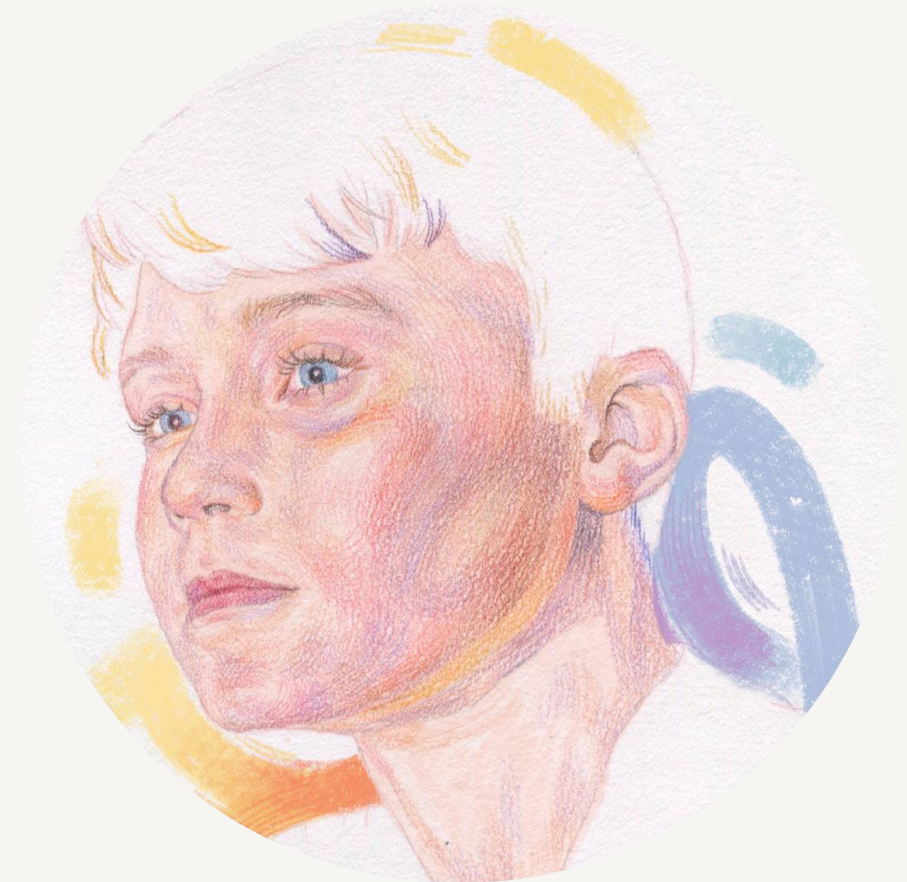


Right
There

Job Pack Talent Development Manager

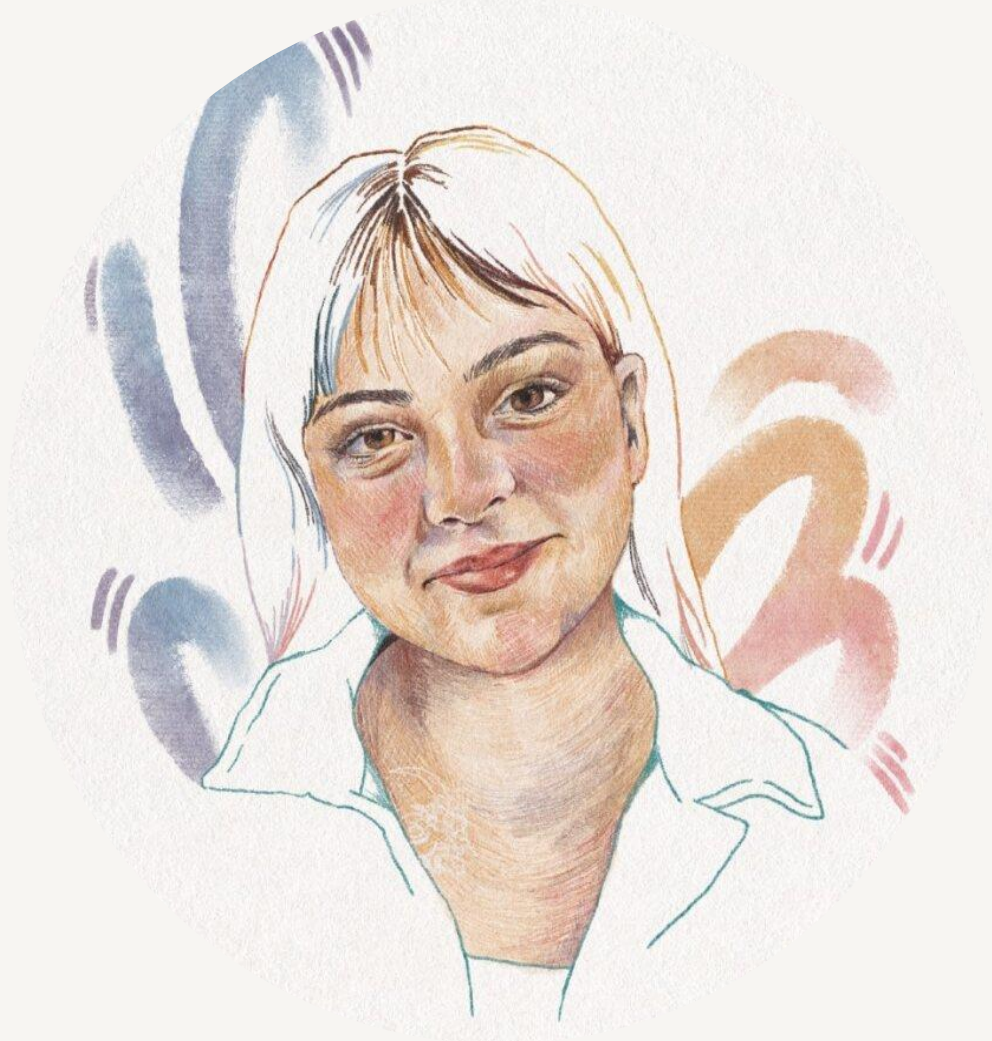
July 2024



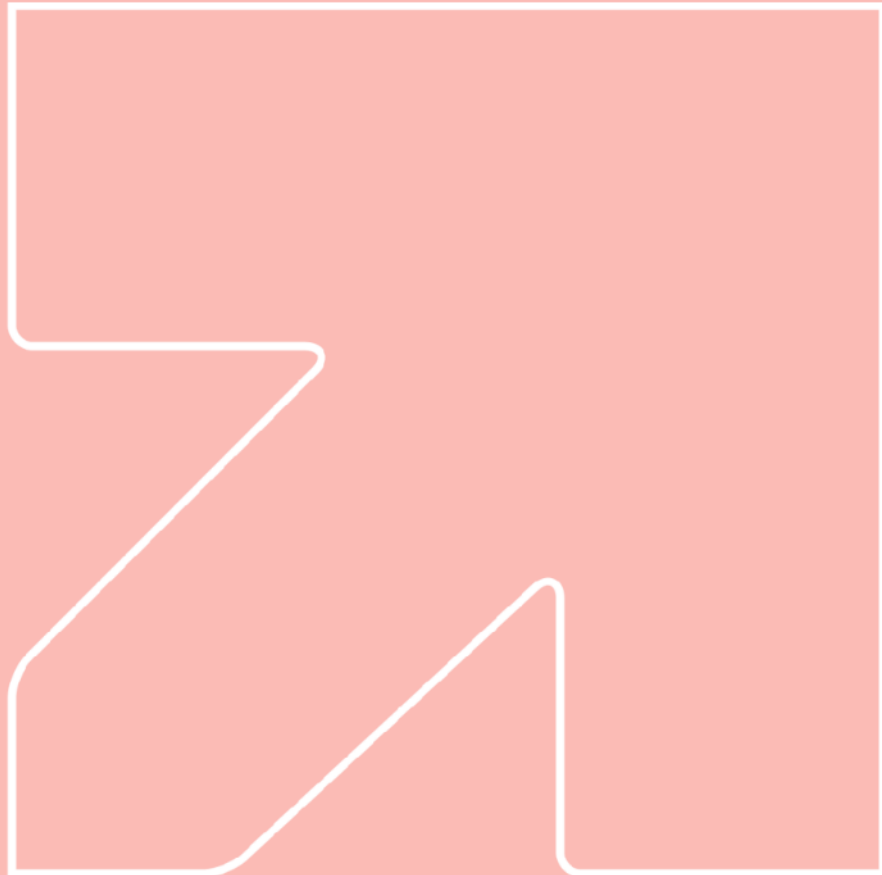
Job Purpose

Talent Development Manager

The post holder will lead the development and implementation of talent strategies aligned with the organisation's strategic priorities, incorporating learning and development, recruitment, and the unique People First approach. Collaborating with internal stakeholders, the Talent Development Manager will identify current and future skills and talent needs, design and execute a comprehensive recruitment strategy, and establish metrics to measure the effectiveness of talent initiatives that will support Right There employees through the full employee lifecycle.



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About Right There

We are Right There, a charity that provides tailored support for people, at home, and in the community. We are here for people who are living with the effects of homelessness, poverty, addiction, or family breakdowns.

Rooted in the hearts of local communities across Scotland, we support people on their journey to creating a safe, supportive place to call home. We help individuals and families affected by homelessness, and improve mental health and wellbeing through mentoring and counselling.

We want to challenge stereotypes - it doesn't matter what the situation is - we're not here to judge, only to help. Our approach is about creating trusting relationships and nurturing people's strengths, and our 200 dedicated staff, mentors and volunteers play a crucial role in this.

We are here to offer the right support at the right time, including breaking down financial barriers; accessing the private rental market; linking up with local health, employment and training services to help people make connections within the community; and helping people feel happier, safer, and more confident to take steps to improve their own lives. Every person's story is unique, and everyone's route home is different, so we tailor our response to the individual.

Our community roots as a charity go back almost 200 years. We believe our work is more important than ever and we are looking to grow our support (no matter how big or small), so we can prevent more people becoming homeless and being separated from the people they love.



Our key areas of focus



For People

Providing counselling, mentoring and tailored family support for those at risk of social inequalities.



At Home

From emergency accommodation to housing support – we provide safe and supportive places to call home.



In The Community

We equip people to live independently and build stronger community connections.



Our Vision

A world where everyone has an equal chance to create a safe and supportive place to call home.

Our Mission

We meet people where they are in life with no judgement; walking alongside those who need support, and preventing them becoming homeless or separated from the people they love.

Main Role Responsibilities

1. Strategic Leadership and Planning

- Develop and implement talent development strategies aligned with the Right There's strategic priorities.
- Collaborate with internal stakeholders to identify and address current and future talent needs.
- Establish metrics and KPIs to measure the effectiveness of talent development initiatives and processes.

2. Recruitment and Talent Pipeline Management

- Design and execute a comprehensive recruitment strategy to attract, select, and retain top talent.
- Develop and maintain a robust talent pipeline through proactive sourcing, networking, and relationship building.
- Collaborate with the People and Comms teams to develop and implement Right There's Employee Value Proposition.
- Implement best practices in recruitment, including diversity and inclusion strategies, to ensure a fair and equitable hiring process.

3. Learning and Development

- Create and manage learning and development programs to build employee skills, knowledge, and competencies.
- Conduct training needs assessments in order to prioritise resources, and design relevant training programs and materials.
- Oversee the implementation of development plans and career pathways for employees, ensuring alignment with organisational goals.

4. People First

- Drive the implementation of the People First system, fostering a supportive and psychologically healthy work environment.
- Lead the People First Coordinator and Practitioner Psychologist to embed People First internally and externally, creating a recognised and cohesive programme that complements the wider Talent strategy.

5. Process and System Improvement

- Develop and implement standardised processes and systems for talent management, including recruitment, onboarding, performance management, and employee development.
- Utilise data and analytics to drive decision-making and continuous improvement in talent management practices, and to create the 'storytelling' for the wider organisation on trends.
- Ensure compliance with relevant regulations and best practices in all talent development activities.

Main Role Responsibilities

6. Stakeholder Collaboration and Communication

- Build strong relationships with internal and external stakeholders to support talent development initiatives.
- Communicate effectively with senior leadership, managers, and employees about talent development strategies and initiatives.

7. Budget and Resource Management

- Develop and manage the talent development budget, ensuring efficient and effective use of resources.
- Identify and secure necessary resources, including technology and external partners, to support talent development programs.

8. Continuous Learning and Innovation

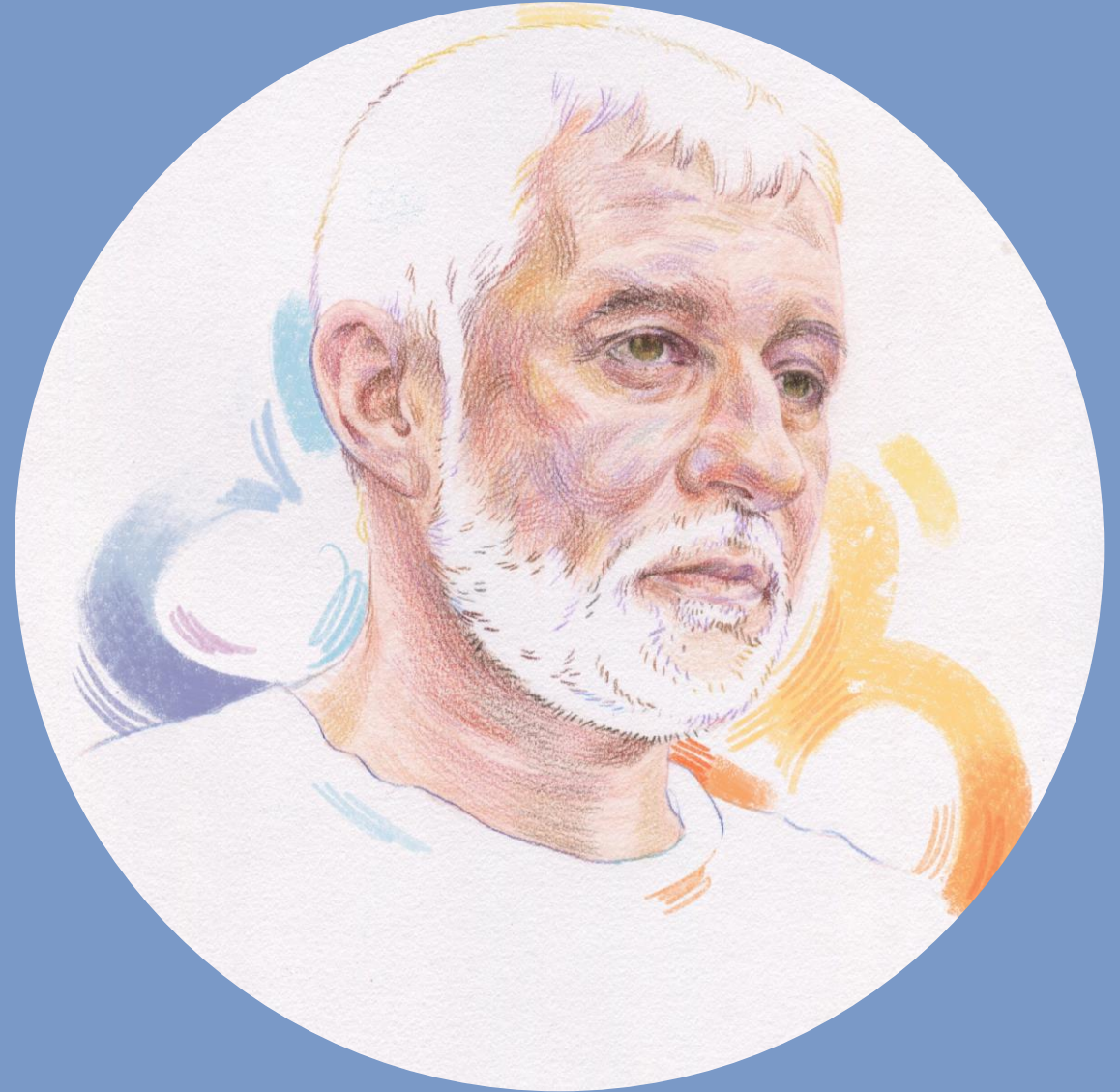
- Stay current with sector trends, best practices, and emerging technologies in talent development.
- Foster a culture of continuous learning and innovation within the People Team and across the organisation.
- Identify opportunities for improvement and drive initiatives to enhance talent development efforts.

9. Line Management

- Line manage and develop your direct reports – Recruitment Coordinator and People First Coordinator

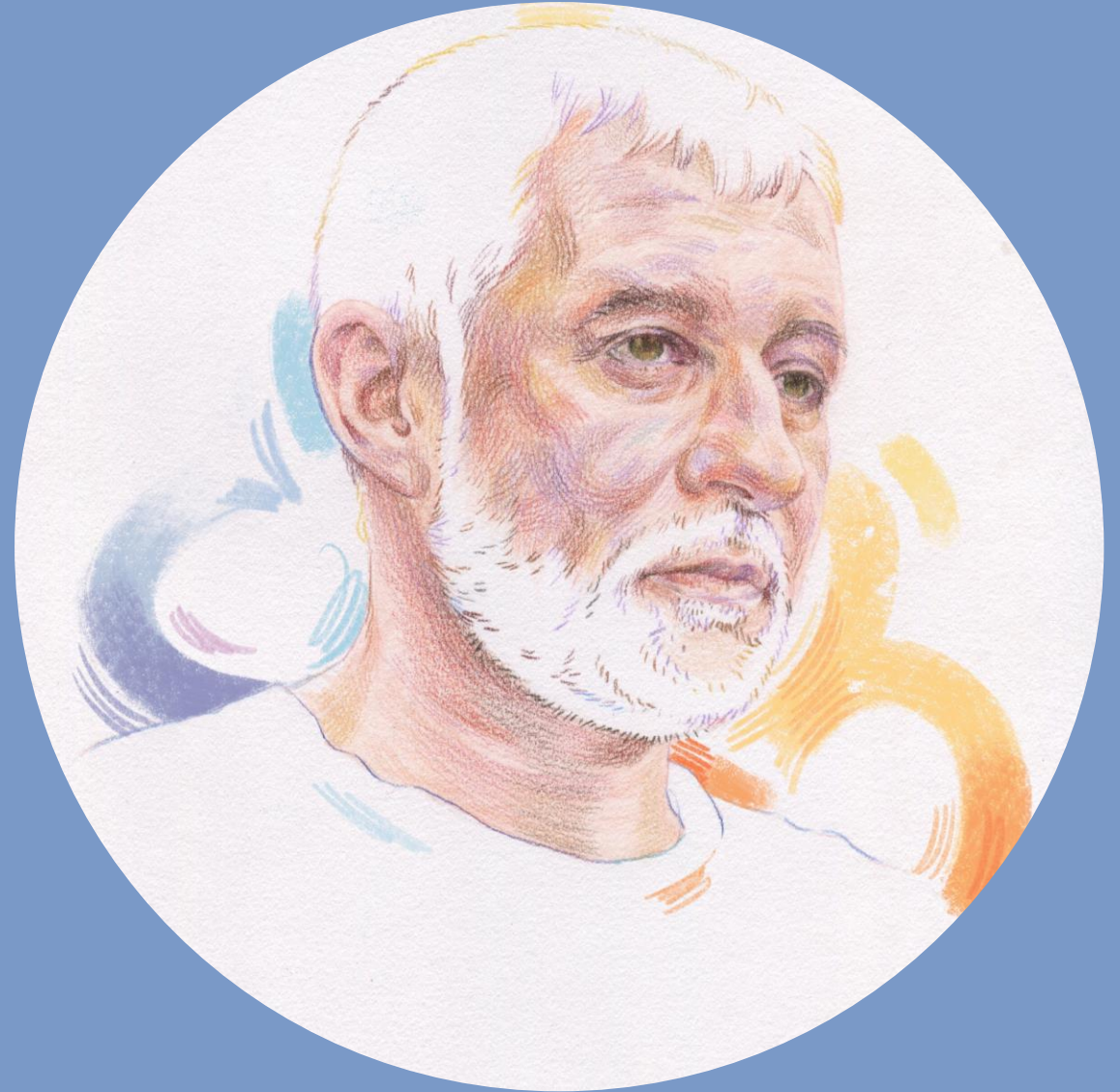
Essential skills and experience

- Extensive experience in talent development, including recruitment, learning and development, and employee engagement.
- Demonstrated success in developing and implementing talent strategies aligned with organisational goals.
- Strong strategic thinking skills with the ability to develop and execute long-term talent plans.
- Experience in aligning talent development initiatives with overall organisational strategy.
- Demonstrated leadership and management skills, including the ability to lead and inspire a team.
- Experience in managing cross-functional teams and collaborating with senior leadership.
- In-depth knowledge of recruitment best practices.
- Proven track record in building and managing talent pipelines and conducting effective recruitment campaigns.
- Familiarity with various training methodologies and tools, including e-learning and in-person training.
- Proficient in using data and analytics to drive decision-making and measure the effectiveness of talent initiatives.
- Strong interpersonal skills, with the ability to build relationships and work collaboratively with diverse stakeholders.
- Strong problem-solving skills with a proactive approach to identifying and addressing challenges.
- Ability to think creatively and innovate in the development and implementation of talent initiatives.
- Experience in managing budgets and resources effectively to support talent development programs.



Desirable skills and experience

- A degree in Human Resources, Organisational Development, Psychology Business Administration, or a related field.
- Strong process improvement skills, with experience in developing and standardising talent management processes.
- Ability to identify and secure necessary resources to enhance talent initiatives.
- Active participation in professional development opportunities and networks related to talent development.
- Commitment to continuous learning and staying current with industry trends and best practices.



Values

At the heart of Right There is our values. And we are proud to live these every day; to be the best we can be for those involved in our work.

Respect

We treat everyone the same way – with dignity and respect. You'll find no judgement here.

Integrity

We take great pride in having high standards and transparency about our goals and progress as a charity.

Compassion

We understand the importance of empathy, and the power of a shoulder to lean on.

Aspiration

We believe firmly in the goodness in people; their strengths and what makes them unique.

Reflection

We are always learning to be the best we can be.

Role Details

Contract: Full time, permanent, 35 hours per week.
Salary: £41,845 to £45,140 per annum
Reporting to: Director of People

- Working hours are Monday to Friday – worked flexibly between the hours of 8.00am to 6.00pm, with core hours over the period from 10am to 4pm, with one-hour unpaid break.
- Your core place of work will be in Govan in Glasgow (15 Dava Street, Glasgow – 6 minute walk from the Subway). You can do a mix of office, field and home working, as agreed with your line manager.
- You may be required to work from such other place as the organisation may reasonably require from time to time.
- As part of this role you will need to be willing to travel and visit programmes across Scotland.
- Annual leave entitlement of 210 hours holiday (equivalent to 6 weeks) pro rata per year in the first year rising to 280 hours (equivalent to 8 weeks) pro rata per year in the second. This includes public holidays.
- All appointments are subject to a minimum of a 12-week probationary period.
- You will be automatically enrolled into the People’s Pension. Deductions will be taken from your salary in the month you will complete 3-months of employment
- It is the nature of the work of Right There that tasks and responsibilities are, in many circumstances unpredictable and varied. All employees are, therefore, expected to work in a flexible way when the occasion arises.

Our People Benefits



We know how dedicated our people are and we want to help you achieve a good work/life balance – and make it easier to enjoy life's special moments!

That's why we've got a range of enhanced family-friendly and wellbeing benefits to give you some well deserved perks of being a Right There employee.

Benefits include:

- Hybrid working – work where is best for you and your role
- Enhanced maternity, paternity, adoption, and shared parental leave
- Employee 24-hour counselling and wellbeing services
- 6 weeks annual leave, rising to 8 after a year (plus you can purchase up to 5 more days)
- Life insurance 4x your salary
- Dedicated training and development plans
- Cycle to work scheme

Read more about our benefits by visiting rightthere.org

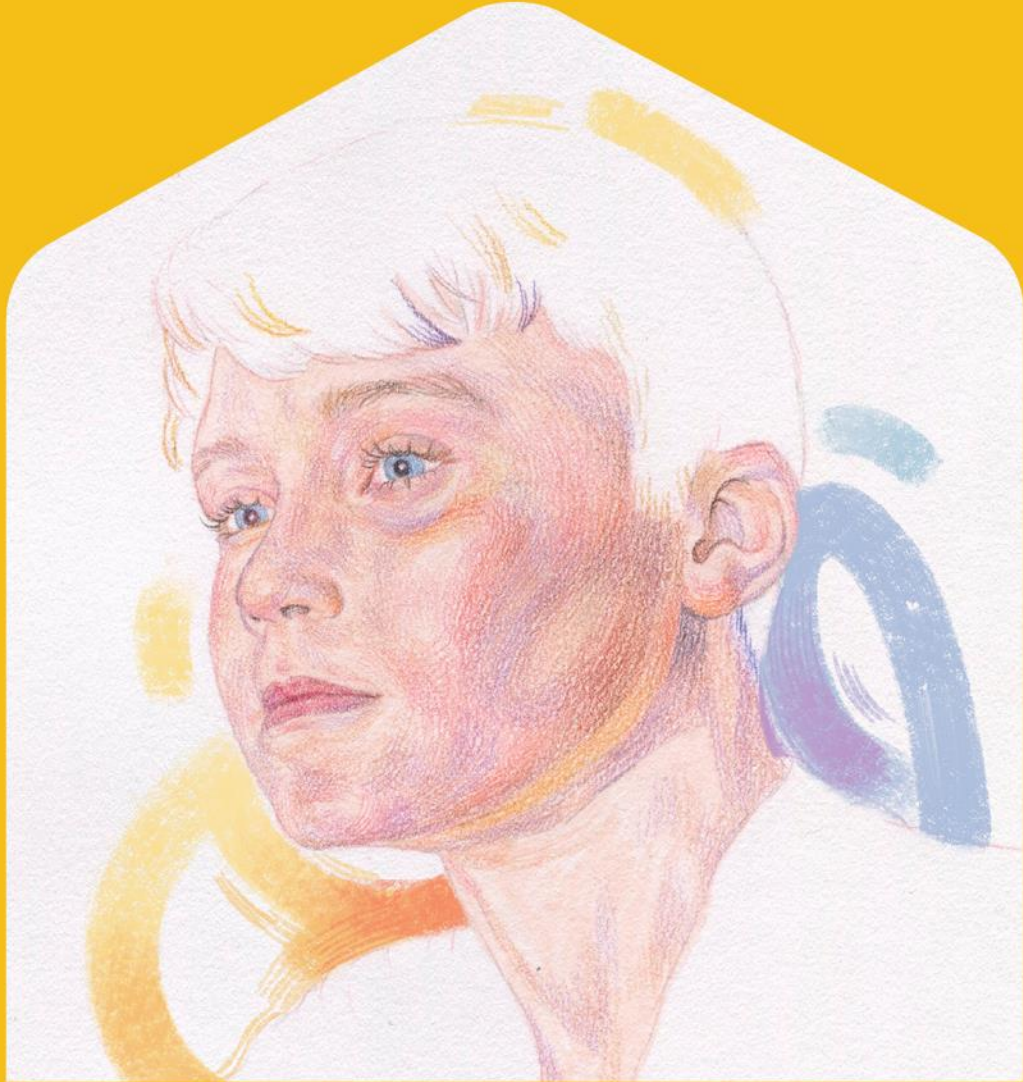
Right There

How to Apply

To apply send your CV and a cover letter outlining why you want to work with us, and how you meet the experience, skills and behaviours expected for this role.

Deadline – 5pm on Tuesday 22nd October 2024

Email recruitment@rightthere.org



www.rightthere.org
hello@rightthere.org

Follow us search 'Right There':



Thank you.

**Good luck with your
application.**

**For People.
At Home. In the Community.**