



Role profile

Job Title:	Programme Director Climate Emergency and Green Recovery
Grade:	CO4
Directorate:	Environment, Culture and Customer Services
Division:	Environment and Climate
Section:	Climate Emergency and Green Recovery
Reports to:	Director of Environment and Climate

PURPOSE OF ROLE:

This critical post will have responsibility for delivering our Climate Emergency Action Plan and our Green Recovery Strategy.

Following the first phase of the Outcome-Based Review over the Summer 2020, we are resetting our Environmental ambitions and our drive to deliver a recovery that is green and transformative for our borough and residents. Reflecting our values and behaviours, we are establishing an ambitious change programme that connects our support to the community across four themes: Delivering Low Carbon Neighbourhoods, Green Growth, Low Carbon Green Economy and Low Carbon Mobility.

You will manage and support the team of specialist individuals responsible for delivery of the Climate Emergency Action Plan and the Council's Green Recovery Strategy and the demonstrator and other projects featured within these plans. You will develop Hounslow's public realm with the priority aim of delivering the Council's ambition to deliver a net zero borough by 2030.

This lead role presents an exciting opportunity for an ambitious individual capable of leading a complex programme of change to deliver the strategies and associated action plans.

You will be in a key role of responsibility within the newly formed Environment and Climate division and ensure that your programmes of work and associated projects deliver the ambitions desired and the outcomes of the council's Corporate Plan.

You will manage significant budgets for high-profile projects including s106 and Community Infrastructure funding etc and you will also seek to bring additional investment into the borough through new means of funding.

KEY ACCOUNTABILITIES

1. You will lead the programme of work that delivers change, working collaboratively across the organisation and with our local partners to enthuse and take forward the ambitions the Council has set out in the borough Recovery Plan, Green Recovery Strategy and to tackle the climate emergency and achieve the outcomes set out in the new Corporate Plan.
2. Working with Directors and finance colleagues, you will set up a process that monitors the cost benefit analysis of the programme, including understanding costs and savings of programme targets and outcomes. Attracting new forms of considerable investment will be an important success factor and you will be responsible for ensuring this achieves the maximum possible impact for our residents.
3. You will develop and maintain strong relationships across the organisation and with our local partners. These relationships will help facilitate the delivery as a whole. Further, you will be supported to deliver innovative and effective co-production solutions with our communities, with a strong focus on equalities and fairness.
4. You will work closely with colleagues in the Environment and Climate Directorate, and across the whole organisation, to establish a community of practice and learning. You will need to assemble the right resources and will need to swiftly scale up a team to deliver the programme of work over the next year and beyond.
5. You will establish an Exemplar in the Environmental Programmes field, developing agile ways of working that encourage collaborative working across teams and develop a 'Test and Learn' approach that allows each area of programme delivery to be socialised before it is launched.
6. You will lead the design of change theories through each theme that establishes the goals and results we need in the short, medium and long term to achieve positive outcomes for our residents and to demonstrate Hounslow as a leader in the field.
7. You will lead the delivery of a suite of demonstration projects that deliver real results and enable learning about how we secure positive system transformation and develop our wider portfolio of projects that contribute to meeting our borough outcomes.
8. You will provide the Director of Environment and Climate, and the leadership team with high quality analysis, deep insight and updates on progress against key milestones and targets. Evaluation is a critical factor and you will ensure the programme can evidence its impact.
9. To promote a positive image of Hounslow and represent the Council at local and national level, attending and presenting at such conferences, seminars and working parties as may be required.
10. To provide professional advice to Councillors and other officers on relevant areas of service delivery and strategy, ensuring compliance with the Council's standing orders.
11. Manage, lead, motivate and develop the team of staff, supplemented by temporary staff (consultants and volunteers) when required. This includes setting plans for team activities; monitoring performance against team and individual targets; conducting staff appraisals, coaching and staff development; interviewing and overseeing the selection of new team members
12. To recommend, plan, manage and deliver a portfolio of projects, through consultation with the Director of Environment and Climate, the Executive Director and other departments

13. Support Portfolio holders and members in their leadership roles and provide high-level recommendations to members and senior management on complex and diverse issues and expertise, knowledge and advice to respective project boards
14. Applying knowledge of the democratic process to create effective working relationships with councillors, to drive projects and to deliver improvements.
15. Establishing the requirements for professional skills, procedures and programme management, and legal, insurance and financial services

These are the values that drive us:

Lead with heart

We're here for the people of Hounslow. We work together with them and for them with care and compassion, with patience and in partnership. We put ourselves in other's shoes, remembering that every person is different, and every interaction is a real moment in their lives. We always feel first.

Do new

We need to do things differently if we're going to help Hounslow people thrive in the future. Hard work is important but it's not enough on its own. We need to challenge ourselves to break new ground, invent new approaches, try new ideas keep moving forward and keep improving. That means being ready to stop doing things we've done before. It means taking on risk and backing each other when we take a leap.

Pass on the power

The world keeps on changing and we need to change with it. We won't be able to adapt fast enough to the future needs of our residents if we stick to old fashioned command and control. We need to hand over responsibility and give people more power to make decisions and take action themselves. It's about being transparent and straightforward. It's about providing tools and support. But most of all, it's about being ready to trust each other to do the right thing.

Harness the mix

We work together, across disciplines and roles. We talk lots, share our insights, our skills and experience. We're not interested in siloes or defensiveness. We're always open to different approaches, we're flexible and ready to adapt. We break down the barriers between our parts and people to unlock the problem-solving power of our amazing mix of minds.

Be a rock

There's lots to do and people need us. It's up to us to take the initiative. To take responsibility. To stand up and be counted. Everyday. It's about being super focused, effective and efficient. It's about allocating our resources smartly and with good rationale – using data to help guide our

decisions. But most of all, it's about having the strength and determination to keep on going through thick and thin.

Employee Specification

The top 5 things about you that are most important:

We are looking for a capable individual with the enthusiasm, ambition and skills to deliver a Green recovery and tackle the Climate Emergency. This is a unique position which will have great influence over delivering the innovative demonstrator projects that feature as part of the programme. With the innovation in mind, you may not be able to demonstrate that you have 'done this before', so we are looking for an individual who has the capability, understanding and potential to make our programme a success. However, as a subject matter expert you will likely be able to demonstrate as a leader in the environment field with a strong track record of delivering transformative environmental change.

You will bring very significant experience of senior business partnering, working within a complex environment of providers, with experience of working within complex organisations, bringing relevant skills and experience to the role.

Your knowledge of best practice people management and development will be second to none, and you value thought leadership, looking beyond your organisation to identify the very best strategic and operational people approaches. You'll have deep experience of developing excellent relationships with senior leaders and you can prove that you have delivered significant outcomes for residents and partners, through working in collaborative ways.

You've developed excellent performance management skills and with them can demonstrate a track record of sound strategic and tactical solutions. You are committed to building knowledge within teams and exhibit strong experience of people management, partner management, projects and programme management, and creating development challenges and opportunities.

Qualifications:

You are qualified in an Environmental discipline; or you have a relevant degree, or demonstrable work-based experience that evidences an equivalent level of attainment and competence.

You are a qualified Programme Director, familiar with MSP, Agile and other programme/project management methodologies.

You also engage in continuous professional development.