



Strategic Lead - Equality, Diversity and Inclusion

Salary: Band 11, £24,369 to £26,525 per annum pro-rata (£48,738 to £53,051 FTE)

Hours: Part time (18.5 hours a week), days to be discussed at interview

Location: Civic Offices, Portsmouth

Contract: Fixed Term Maternity Cover

This post is politically restricted under part 1 of the Local Government and Housing Act 1989.

What is the Role?

This role will help translate the council's commitment to equality, diversity and inclusion into improved services and better outcomes for people across the city.

Working with colleagues across the organisation you will help identify existing barriers to departments improving their services and how we can empower them to overcome these, including developing strategic approaches to benefit the entire organisations approach to equality, diversity and inclusion.

You will play a key role in supporting work to ensure we deliver services to meet the needs of all our residents and communities, including monitoring and reporting on performance.

You will be the organisation's subject-matter expert on equalities, diversity and inclusion and the Public Sector Equality Duty, with responsibility for providing advice and support to colleagues across the council to empower them to get the best outcomes for everyone in Portsmouth.

We are committed to equality, diversity and inclusion, and good work is being done by teams throughout the council with this role providing specialist knowledge to empower them to make continuous improvements in the services they provide.

We need to engage with our communities and enter into a dialogue with everyone who lives, works and visits our city and you will play a key role by building and maintaining relationships with key groups and stakeholders and being a vital point of contact for them.

You will need to keep up to date on best practice and develop effective ways to share it across the organisation and ensure every department knows how to access relevant information and advice to develop their services.

You will be responsible for the council's equality impact assessments and lead on them for some of our highest profile initiatives.

You will identify any national or local trends impacting our services and helping find ways to address these as well as playing a key role in tracking and reporting the



progress and success of improvements in our approach to equalities, diversity and inclusion.

Who is the person?

As Strategic Lead - Equality, Diversity and Inclusion you will have:

- Significant experience working in equality, diversity and inclusion with a genuine understanding of the role and importance it plays in delivering positive outcomes for communities.
- The drive to make continual improvements to ensure the best outcomes for our staff and residents, whether it's championing workforce development or making sure major projects deliver benefits for all our residents.
- Experience sharing best practice across an organisation and developing and delivering sessions and materials to support this.
- Experience developing strategic solutions to work across a large organisation.
- Experience of developing initiatives to bring about changes in the policy landscape or in service design and delivery preferably in the public sector.
- Understanding of the legislation that relates to equality and diversity in a local authority context.
- Experience working with data and insight in an equalities context, including data analysis, reporting for a variety of stakeholders and ensuring a clear evidence base for work.
- Excellent facilitation and chairing skills with the ability to develop and deliver workshops and meetings through a wide range of platforms.
- Excellent interpersonal skills and emotional intelligence, with the ability to build effective relationships with a range of stakeholders on complex issues, command the respect of colleagues and stakeholders at all levels and to exercise influence without authority.
- The ability to working independently but with a strong team ethic, and the ability to work collaboratively and effectively.
- Degree level qualification in a relevant subject area or equivalent experience.
- Proficiency in Microsoft Office applications and experience of virtual working.
- Experience of working in a large, complex and distributed organisation.
- A relevant professional qualification and/or membership of a relevant professional body would be desirable.
- A network of relevant contacts in Portsmouth communities or among partners would be desirable.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

General Data Protection Regulation (GDPR)

Portsmouth City Council is the Data Controller of any personal information you provide when applying for a job. It will only be used in connection with the recruitment process and will not be kept for longer than necessary. For more detailed information you can access the Data Protection Privacy Notice on our [careers portal](#).