

## North East Local Enterprise Partnership Person Specification



<b>Job Title:</b>	<b>Programme Lead: Energy</b>
<b>Service:</b>	<b>North East Local Enterprise Partnership (North East LEP)</b>
<b>Responsible To:</b>	<b>Senior Management Team member</b>
<b>Host Employer:</b>	<b>North East Combined Authority</b>
<b>Salary:</b>	<b>Grade 13, £49,068 - £50,806 pa</b> <b>Offered initially for 24 months with the possibility of extension subject to funding.</b>

### Background

The North East LEP leads on the development and delivery of the North East Strategic Economic Plan (SEP), aiming to foster economic growth and the delivery of more and better jobs in the area.

The area hosts a diverse energy community which includes:

- An established cluster of companies working in offshore energy sectors including oil and gas and renewables
- Internationally recognized capabilities in offshore and subsea technologies including in a number of businesses, the Offshore Renewables Catapult Test Centre and a number of University research facilities
- Growing capabilities in local energy generation including local authority and business led projects
- Leading science and research in our Universities of national and international standing including the base for the National Centre for Energy Systems Integration
- The base for key business networks

### Purpose of the role

The postholder will join the North East LEP Executive Team and be responsible for co-ordinating and facilitating the LEP's energy programme including taking forward the development of the energy strategy, working with programme leads from across the LEP and other regional and national partners to identify and respond to the needs of regional businesses and other economic partners, and the development of a pipeline of interventions in response.

A particular role will be to act as the Local Project Manager for the BEIS sponsored local energy programme working with the other LEP's in the North East Local Energy Hub.

### Experience & knowledge

1. Strong knowledge of energy sectors developed from either current or recent business experience or from roles working closely with business from a university or public sector standpoint
2. Strong understanding of future directions and business drivers within energy sectors
3. An understanding of the role of a public sector body in supporting business growth
4. A strong understanding and experience of national government policy development procedures
5. A working knowledge of government departments and agencies relevant to energy sectors
6. High level of educational attainment, a good first degree in a relevant subject, or equivalent senior experience in the industry
7. Demonstrable experience at working nationally, regionally or locally in programme development and delivery.
8. A background of engagement with senior (Board-level) leaders and other professionals across a range of organisations and sectors

### **Personal skills and orientation**

1. Highly motivated team orientation, able to work closely with key partners and draw from the expertise of key programme managers in the LEP Expertise Team
2. Strong presentation skills, including the capacity to develop and deliver a compelling presentation about energy sector needs and capabilities in the North East
3. Excellent communication, interpersonal and political skills including the ability to network and build working relationships and influence with a range of partners across all sectors both nationally, regionally and locally
4. Experience in managing conflict and articulating coherent rationales for action.
5. Personally credible, able to generate the trust of partners and audiences from a range of backgrounds and at all levels within and outside the North East LEP.
6. Experience of working in a responsive, flexible and targeted way.

### **Abilities**

1. Ability to think and plan strategically, to inform the development of effective strategies to meet outcomes
2. Ability to plan and develop projects, working with a range of other people
3. Proven track record of delivery of outcomes in a multi-agency sector setting.
4. Experience of creating and writing strong business cases for investment.
5. Ability to operate effectively with a high volume workload and the ability to prioritise effectively.

### **Personal Attributes**

1. Strong and open style that engages and inspires others.
2. Committed to working collaboratively – within the organisation and externally.
3. Commitment to equality of opportunity in all aspects of the role with partners.
4. High level of drive and motivation to deliver results.
5. Strong interpersonal skills.
6. Outcome and achievement focused.
7. Entrepreneurial outlook with the ability to identify and maximise opportunities and manage risks.

February 2018