

Person Specification Business Management Partner

Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential skills, knowledge and experience:

- Evidence of delivering transformation and measurable service improvements through collaboration, innovation effective business partnering and use of improvement plans, tools and techniques.
- Experience of developing and embedding a complex range of business management activities and management information systems to meet business needs and deliver successful outcomes.
- Track record of supporting the development and delivery of modernisation and improvement programmes across operational services within a customer focussed and/or commercial environment.
- Track record of embedding effective planning and performance and programme and project management to deliver successful outcomes.
- Track record of building, developing and maintaining relationships with officers across the council and other stakeholders, both internal and external.
- Demonstrates co-operative values and ways of working as well as experienced in challenging and persuading others to understand the benefits of this way of working.
- Well developed ICT skills.
- Ability to work with Directorate and Divisional Management Teams, be credible and persuasive and to provide clear professional advice and rationale.
- Experience of coaching, mentoring and developing individuals and/or teams to deliver successful outcomes.

Part B

The following criteria will be further explored at the interview stage:

- Evidence of an open and collaborative style, and track record of effective business partnering at a senior level.
- Personal and professional credibility with senior officers, other stakeholders and colleagues and the ability to influence and persuade whilst both developing and maintaining good relationships.
- Able to develop and embed business management activities to directly support the Council's priorities.
- Able to creatively solve problems and to analyse complex data and information and present this in an accessible way.
- Strong time management skills and ability to meet varied and challenging deadlines and pre-prioritise at pace.
- Understanding of current national and local priorities and their impact on Newcastle City Council.
- Excellent written and verbal communication skills.
- Understanding of the Council's equality policy and applying this in all aspects of employment and service delivery.