

**Newcastle City Council**  
**Job Description**



<b>Post title:</b>	Organisational Development Practitioner (A4311)	
<b>Directorate:</b>	Resources	
<b>Division:</b>	Human Resources	
<b>Responsible to:</b>	Organisational Development Team Manager	
<b>Responsible for:</b>	N/A	
<b>Evaluation:</b>	492 Points	<b>Grade:</b> N6
<b>Job purpose:</b>	To provide comprehensive OD advice, learning and development and employee engagement activities to support workplace learning and organisational development.	
<b>Main Duties:</b>	The following is typical of the duties of the postholder and will be expected to perform it is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.	

1. To assist with the design and delivery of projects and workforce, management and digital development programmes (including interventions linked to the employee support programme) to contribute to the organisational development of the council.
2. To design and support the delivery of a range of activities and interventions to increase employee engagement levels across the council and associated organisations, in line with service requirements.
3. To maximise the use and potential of e-learning, the LMS and e-authoring tool to deliver agreed learning outcomes.
4. To contribute to the successful achievement of the OD service plan by working in a way that prioritises key business objectives and demonstrates collaborative working with colleagues in HR and OD and the organisation.
5. To account for spend against the LMS contract and/or allocated income generation targets.
6. To be committed to personal development and keep up to date with changes

in learning and organisational development practice, including the use of technology to support learning.

7. To provide advice and guidance to manager to meet the workforce development requirements of their service.
8. To promote and implement the council's Equality Policy in all aspects of employment and service delivery.