

Title:	Reward Manager		
Career Family:		Date:	23/12/2022
Career Family Level:	Grade R	Reference:	SBC_11632
Reports to (Job Title):	Head of HR Operations (reference unknown)		

Purpose:
<p>This role is the principal reward advisor and subject matter expert to the Council, responsible for creating and delivering the reward strategy (as part of the people function). The role is responsible for setting the direction of travel for the Council on the future employee offer and negotiating items of change to improve the employee value proposition.</p>
Accountabilities:
<ul style="list-style-type: none"> • Act as technical/professional lead, monitoring and providing guidance on the most complex areas of the service within their focused area, and partnering with critical parts of the organisation. This includes providing advice to Counsellors regarding specific subject or skill areas. • Reviews and analyses specified issues, offering support to identify the best technical/professional solution to issues, and make recommendations to improve the delivery of the professional service, and the way the Council operates. • Apply developments and identify new approaches and/or techniques in professional area, to enable continuous improvement and drive Swindon to be a modern, efficient and effective Council. • Undertake high level, complex analysis to interpret trends and develop recommendations for improvements to ways of working that will enhance the effectiveness and efficiency of the discipline and inform decision-making. • Represents the Council as a subject matter expert with suppliers, colleagues, customers and external agencies. • Where appropriate, deliver specific projects under appropriate direction to help ensure the continued development of their respective professional service and the wider organisation

- Any other duties and/or accountabilities commensurate with the roles seniority to meet the needs of residents, through the application of relevant knowledge, skills and experience within the specialism of the role.

Context and Dimensions:

Financial responsibilities:

This role has no direct budget accountability.

Management responsibilities:

This role has no management/supervisory responsibilities.

Values and Behaviours:

We strive to underpin our culture through strong management and authentic leadership, this means getting the management basics right, and ensuring what we commit to individually and collectively, we own and demonstrate accountability aiming to get things right first time. Building on this we also expect everyone at SBC to demonstrative and live our organisational values and behaviours, this mean in our work we are:

Connected: We put Swindon and its people at the heart of everything we do.

We display a communication and behavior style that promotes a positive Council identity in connecting with residents, customers, colleagues and other stakeholders ensuring a partnership approach to delivering our vision. Always asking, "is what I am doing in the best interests of Swindon and its people,"?

Resilient: We are forward thinking and work smart

We seek to identify where things can be improved, ensuring this learning is embedded, evaluated and built upon through a strong approach to continuous organisational development.

Brave: We respect and work together with our colleagues and customers to achieve success

We act in an emotionally intelligent way, setting positive examples around accountability, risk and governance. This will be delivered through developing ourselves and our teams to achieve the highest possible levels of productivity and performance.

PERSON SPECIFICATION

Qualifications:	E or D	S / T or I
1. Chartered (MCIPD) (or greater is a plus).	E	S
2. Bachelor's (BSc/BA) (or equivalent commensurate relevant experience).	E	I
Knowledge and Experience:		
3. Experience in pay benchmarking (preferably using Cendex tooling or similar)	E	I
4. Experience in managing RemCo meetings and events to drive change.	D	I
5. Experience in collective bargaining in a public sector environment.	D	I
6. Experience in gender pay reporting and ethnicity pay analysis.	D	I
Aptitudes, Skills and Competencies:		
7. Advanced user of MS Suite such as powerpoint and excel.	E	S
8. Advanced understanding of remuneration issues in a public sector context.	D	I
Special Conditions of Recruitment:		
9. Attendance at meetings at times required to meet objectives.	E	I

Version History:	Person
1. Version created on 23/12/22	B Garland
2. Updated on 30/01/23	B Garland