SOLAS People Manager (Engagement)

Reporting To: **Director of People, SOLAS**
Salary Scale: **€68,954 to €89,480**
Location: **SOLAS Offices, Castleforbes Road, Dublin 1.**
Tenure: **Permanent**
Reference: **289**

The Opportunity
SOLAS, the Further Education and Training Authority of Ireland, was established on 27 October 2013 and its mission is to fund, co-ordinate and monitor a range of Further Education and Training (FET) provisions that is responsive to the needs of learners and employers. It is an agency of the recently formed Department of Further and Higher Education, Research, Innovation and Science. SOLAS works in close collaboration with Education and Training Boards (ETBs) across Ireland on provision of high-quality further education and training, equipping learners with relevant skills and knowledge, and providing a pipeline of talent into employment and to the Irish economy and society.

At SOLAS, we put the learner, employers and communities, which FET serves, at the heart of everything we do. In May 2020, SOLAS launched its first People Strategy, as a catalyst to transform our working environment and culture, and create the conditions for our future organisation to thrive and achieve its goals.

We are currently recruiting for a **People Manager (Engagement)** to support the new developed People Team structure under the SOLAS People Strategy 2020 to 2024.

The Role:
Reporting to the Director of People, the successful candidate will support the organisation in the effective delivery of SOLAS engagement plans aligned to SOLAS People Strategy. The successful candidate will have a specific remit for the SOLAS Learning and Development platform, Performance and Development processes (including onboarding, probation, and succession planning), Diversity and Inclusion (D&I), Corporate Social Responsibility (CSR), employee wellbeing and other leader and employee supports. The role will form a key part of the People Team Management structure and, in addition, will provide support to Director of People in future Education and Training Board (ETB) development initiatives.

The People Manager (Engagement) will lead out on specific projects, with the scope of the role extending to oversight of engagement related initiatives. This includes delivering on an organisational approach to coaching, team alignment and training needs analysis, D&I procedures, relationship management (linked to employee engagement initiatives), evaluation and measurement, values led approach to all future SOLAS work and the development of future leaders and great people managers.

Key Responsibilities:
The People Manager (Engagement) will have responsibility and accountability for employee engagement priorities to

- Ensure the SOLAS People Strategy is progressing in line with business requirements and expectations, in conjunction with the People Manager (Operations).
- Implement key priorities including Learning and Development platform for employees, Performance and Development process, Diversity and Inclusion strategies and a focus on staff wellbeing and

supports.

- Develop strategies to improve overall engagement and culture in SOLAS including delivery of annual engagement survey action plans and putting results into action.
- Guide all employees in the SOLAS coaching ethos and implement a coaching philosophy in SOLAS
- Lead out on the HR Business Partnership Model and collaborate with peers across SOLAS to provide support and oversee plans on key L&D requirements, HR communications and engagement practices.
- Contribute strongly to building a high performance culture, working closely with SOLAS line managers to ensure engagement related issues are addressed and support provided by the People Team
- Manage, coach and mentor direct / indirect reports
- Represent the People Team on relevant groups/ committees
- Act for the Director of People when required
- Espouse the SOLAS culture, living by the TRIBE values
- Other assigned duties as needed.

The Individual:

The successful candidate will have:

- A record of academic achievement that will include a relevant primary degree, or equivalent, at a minimum.
- Proven HR and/or organisational development experience with at least 3+ years in a Human Resources or equivalent leader role; experience in public service sector desirable
- Ability in relating effectively with a diverse range of people internal and external to the organisation, including government departments, Board members and staff representatives.
- Demonstrated expertise in coaching practices/initiatives
- Demonstrable commitment to continuous improvement with a high degree of initiative.
- Proven record of accomplishment of developing, driving and delivering against implementation plans.
- Resilient and comfortable taking ownership.
- Experience of facilitating and influencing decision-making.
- Excellent written and spoken communications skills, as well as a working familiarity with information technology
- Exemplary public service values including the highest standard of professional integrity and operating with probity

Core competencies:

The successful candidate will have demonstrated the following core competencies for the role of People Manager (Engagement)

- **Leadership**
  Inspiring and energising self and others to achieve personal and organisational success.
- **Developing Self and Others**
  Finding ways to keep skills current and maintain up-to-date knowledge of specific and broad-range topics; providing developmental opportunities to others and taking ownership for own learning and others.
- **Results Focused and Business Aware**
  Maintaining a focus on the important issues to achieve and improve results and awareness of and applying sound business principles and effective operational practices to drive successful outcomes.
- **Learner & Stakeholder Focus**
  Maintaining learner/ stakeholder focus, understanding their needs, providing realistic commitments and taking responsibility for delivering on those commitments.

SOLAS TRIBE Values:

The successful candidate will espouse the SOLAS values in all aspects of their work

- ***Transparent:*** *We are Transparent, Accountable and Work with Integrity*
- ***Respectful:*** *We Respect and Value our People*
- ***Innovative:*** *We Think Big and Encourage Innovation*
- ***Brave:*** *We are underpinned by Trust, Support and a Shared Purpose*
- ***Effective:*** *We maximise value through our Professionalism and Efficiency*