

**Police Staff**  
**People Development Delivery Manager**  
**People Development**  
**Role Definition: WT013 / 20517**

**ROLE DEFINITION**

Dept / Area Command:	People Development	Section:	Organisational Development
Post Title:	People Development Delivery Manager	Post Reference:	WT013 / 20517
Post Grade:	Grade K	Location:	Ponteland / Forth Banks
Car User Status:		Telephone Allowance:	
Shift Allowance:		Standby Allowance:	
Weekend Enhancement:		Contractual Overtime:	
Line Manager:	Head of People Development		
Staff Responsibilities:	Training Delivery Planner		
Purpose:	To lead the People Development service delivery plan, by maintaining a strategic overview of resource allocation, processes and procedures, risks and budgets, and driving continuous improvements to ensure efficient service delivery, and a high performance culture.		

**Key Responsibilities:-**

- 1. Manage the People Development service delivery plan, maintaining a strategic overview across People Development and force wide to actively influence the delivery plan based upon force priorities, employee value and return on investment**
- 2. Oversee delivery priorities and plans using strategic insights, consider gap analysis and spend, provide updates that highlight any areas of risk and evaluate actual delivery against capability**
- 3. Manage the resource plan, monitor resource against departmental priorities and support effective utilisation of resource across People Development**
- 4. Lead the development and monitoring of the force costed learning delivery plan, including the management of internal and external training and resources, ensuring they meet requirements and achieve value for money**

**5. Provide reports, business cases and recommendations to the Head of People Development, Head of People Services, Chief Officers and corporate meetings, ensuring effective governance is in place for decision making**

**6. Influence partnership working across People Development and throughout the organisation, using your strategic overview identify where activities could be joined up, and bring those people or teams together to work collaboratively to reduce duplication of effort, and increase return on investment**

**7. Lead a continuous improvement strategy across the people development service, driving the identification of process and procedure improvements and managing implementation plans, to enhance user experience and business performance**

**8. Lead the effective management of processes and collective systems that relate to people development activities, work collaboratively with stakeholders across the organisation who impact upon people development systems and processes to ensure accurate, consistent and transparent data is available to inform the service delivery plan**

**9. Provide leadership and direction to the business delivery team including recruitment, appraisal, development and performance of staff, ensuring they have the skills, knowledge, behaviours and experience to be productive in their role and reach their full potential**

**The postholder may be required to undertake such other responsibilities as are reasonably commensurate with the grade of the post.**