

Community Investment Advisor

Generic title	Manager – 3
General Description	<p>A technical or functional role expected to deliver closely defined tasks within company procedures and industry standards. The person will receive clear guidance.</p> <p>In operations they will supervise teams of trades or provide engineering and construction functions. They will provide technical services (engineering, construction) on a site or project.</p> <p>In commercial they will work in a team of estimators, surveyors or designers. They may supervise small groups working on a specific task.</p>

Competencies

Achieving Results	<p>Will set goals for self in own work environment</p> <p>Demonstrates enthusiasm for the job</p>
Analytical thinking and decision making	Using personal experience and systematic approach to arrive at decision on straightforward issues
Communication	<p>Communicates positively with clarity and understanding</p> <p>Presents information in a structured way</p> <p>Demonstrates confidence when communicating in own subject</p>
Dealing with change	<p>Positive attitude to change with presented</p> <p>Contributes to change in own area of work</p>
Teamwork	<p>Contribute to overall team objectives</p> <p>Understand how to be part of a team</p> <p>Regularly cooperate with team members</p>
Leadership	The capacity to assume some level of influence within a team
Managing resources	<p>Works effectively within time and budget of constraints set by others</p> <p>Looks to complete on schedule and recover slippage</p>
Negotiation	The ability to discuss and agree priorities
People Development	<p>Can respond within tested frameworks of development to identify own needs</p> <p>Uses personal experience to build own skills</p>

Role definition

Summary of role	Manage, implement and coordinate Employment Skill Plans to meet framework and customer requirements. In addition to ESP's the individual will be expected to build relationships with external organisations to support the delivery of these requirements.
Responsibilities and accountabilities	<p>Implement and manage employment skill plans (ESP's) for the business unit</p> <p>Provide support and assist teams in meeting ESP targets</p> <p>Provide reports on progress</p> <p>Identify new innovative ways to meet and exceed customer requirements</p> <p>Take ownership of ESP's for the region.</p> <p>Collate and report back to framework managers on progress.</p> <p>Identify concerns and solutions to enable teams to deliver ESP's</p> <p>Communicate to the wider business and produce case studies on the people element of Morgan Sindall's sustainability strategy</p> <p>Build relationships with our customers on ESP's</p> <p>Identify through networking and engagement with public sector bodies future</p>

	<p>social requirements relating to the construction sector</p> <p>Work closely with the strategic inclusion and community manager to identify and promote best practice and ensure consistency across the region and the rest of Morgan Sindall.</p> <p>Regular travel required</p>
Qualifications, training and technical knowledge	<p>Qualified to degree level</p> <p>Confident in communicating in an appropriate style to a wide audience</p> <p>Knowledge of sustainability issues and in particular the people element</p> <p>Ability and confidence to network</p> <p>Full UK driving licence</p>
Attributes and skills	<p>Ability to work in a team environment contributing across a project, site or area</p> <p>Good supervision skills, with the ability to motivate self and small teams to perform specific tasks</p> <p>Good planning and time management skills</p> <p>Ability to contribute to meeting standards and specifications</p> <p>Ability to work well either alone or as part of a team</p> <p>Sound knowledge of construction practises and standards within their subject</p> <p>Specialist knowledge in chosen field</p> <p>Good writing, analytical and problem-solving skills</p> <p>Ability to follow oral and written instructions</p> <p>Ability to handle situations and problems</p> <p>Know when to ask for help and guidance</p>