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| **Job Title:** | Equalities and Partnership Advisor |
| **Function:** | Corporate Development |
| **Document Date:** | January 2018 |
| **Grade:** | Grade E |
| **Job Field:** | Strategy, Insight and Engagement |
| **Job Purpose**  The Equalities and Partnerships Adviser focuses on providing support in the delivery of the Council’s programmes of activity designed to strengthen the equalities and partnerships infrastructure across the county.  The role contributes to and supports the delivery of the ECC Vision, our wider strategic partnership objectives, and our equality and diversity initiatives and activities ensuring the successful achievement of outcomes.  Working across the whole organisation and with a wide range of partners across Essex, the role supports the delivery of a programme to strengthen our system infrastructure including a focus on place-based strategies and plans; collaborative governance; joined-up outcomes; collaborative platforms; culture change and skills, as well as, the Equality Framework for Local Government.  Building effective and sustainable relationships will be important in this role to win support from both internal and external partnerships. | |
| **Service/Functional Accountabilities**  Contribute to the building of a public service infrastructure across Essex, building on the findings of the Collaborate Report and support the delivery of specific programmes designed to strengthen that infrastructure including the Greater Essex Leadership Collaborative.  Support partnerships operating at a strategic Essex level – including Essex Partnership Board, Essex Assembly, Essex Strategic co-ordination group.  Contribute to effective communications across the County Council and across partners in terms of the delivery of the Essex Vision.  Contribute thought leadership and innovation in the areas of systems working and leadership.  Contribute to the development and implementation of a variety of equalities policies and practices to ensure their impact is considered across ECC.  Support the achievement of ECC’s equalities objectives through supporting the business planning process.  Support the effectiveness of ECC by ensuring it effectively manages discharging the Public Sector Equality duty in line with the Equalities Act 2010.  Work collaboratively with partners (e.g. voluntary and community groups and organisations) to develop positive and constructive working relationships to progress the ED agenda and ensure adherence to ED best practice in the delivery of projects that impact others.  Contribute and co-ordinate the development and harnessing of the employee diversity support networks to ensure an effective employee voice across the organisation.  Specific individual and shared targets and objectives are defined annually within the performance management framework. | |
| **Skills, Knowledge and Experience**  Educated to Degree level or equivalent by experience and evidence of continuing professional development and expert knowledge in Equality and Diversity.    Evidence of working with ED policies and practices across an organisation to support policy/strategy development, implementation, monitoring and evaluation.  Good knowledge of Equality and Diversity legislation and principles.  Demonstrable experience of supporting the development of partnerships/multi-agency working within a public sector environment with a focus on achieving tangible outcomes.  Demonstrable experience of researching specific issues and managing and analysing information to produce evidence-based recommendations.  Good organisational skills and ability to work under pressure with evidence of being delivery-focused combined with effective presentation, verbal and written communication skills.  Ability to solve highly complex problems within a partnership setting using systems thinking principles.  Experience of managing processes and projects within a partnership environment. | |