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| **Police Staff****Diversity & Inclusion Manager - Organisation****People Services****Role Definition:WP167 / 20897** |

 **ROLE DEFINITION**

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| Dept / Area Command: | People Services  |  | Section: | People Diversity, Equality & Inclusion  |
| Post Title: | Diversity & Inclusion Manager - Organisation  |  | Post Reference: | WP167 / 20897  |
| Post Grade: | Grade K   |  | Location: | Forcewide/Home working  |
| Car User Status: |   |  | Telephone Allowance: |   |
| Shift Allowance: |   |  | Standby Allowance: |   |
| Weekend Enhancement: |   |  | Contractual Overtime: |   |
| Line Manager: | Diversity and Inclusion Lead |
| Staff Responsibilities: | Diversity and Inclusion Adviser |
| Purpose: |  Drive and coordinate force activity to deliver the Diversity, Equality and Inclusion Strategy and Plan to support the delivery of a policing service which meets the needs of our diverse North East communities. |

**Key Responsibilities:-

1. Design and implement activity across the organisational landscape to deliver the Joint Equality Objectives of the Police and Crime Commissioner and Chief Constable, the Police and Crime Plan and the National Police Chief Council’s Diversity, Equality and Inclusion Strategy.**

**2. Ensure compliance with all statutory and mandatory requirements for equality, diversity, inclusion, and accessibility by providing specialist advice on best practices to promote, attract, retain and develop a diverse and inclusive workforce which is representative of the communities we serve.**

**3. Coach and support operational leads, managers and colleagues to deliver equality objectives using insight and evidence-based practice to advise on the development of strategies to drive cultural change, eliminate and reduce disparity, and build trust and confidence within communities.**

**4. Lead on the design and delivery of sustainable DE&I training programmes and projects that support workforce transformation and create an inclusive culture at team, departmental and organisational level to increase diversity, inclusion and wellbeing.**

**5. Provide support and guidance to Support Association Chairs and Co-chairs to enable them to deliver activity aligned to Force priorities and equality objectives whilst maximising opportunities to further engage the workforce, collaborate and share learning.**

**6. Research changes in diversity and inclusion initiatives externally and use learning to continually improve our approach to diversity, equality and inclusion to strengthen our external brand as an inclusive employer and trusted policing service.**

**7. Provide leadership and direction to the Diversity and Inclusion Advisors including recruitment, development and performance review, by ensuring they have the skills, knowledge, behaviours and experience to be productive in their role and reach their full potential.**

**8. Represent the Force at national, regional and local forums and develop and maintain effective working relationships with internal and external stakeholders.**

**9. Support activity related to the Positive Action, Ethics & Engagement areas of Diversity, Equality and Inclusion Team to cover periods of annual leave.**

**8. Deputise for the Diversity and Inclusion Lead where necessary.**

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