

HUMBERSIDE FIRE & RESCUE SERVICE

EMPLOYEE SPECIFICATION

Post Ref: Culture Improvement Advisor

Temporary ☒

Established ☐

Part-Time ☐

Full-Time ☒

Job Share ☐

	Essential	Desirable	How Measured
Experience	• Experience of supporting organisational culture, workforce development, organisational development or continuous improvement initiatives • Experience of coordinating projects, action plans or improvement activities and monitoring progress against deadlines. • Experience of collecting, analysing and presenting information or evidence to support decision making and reporting. • Experience of working collaboratively with a wide range of stakeholders and building effective working relationships. • Experience of supporting staff engagement, workshops, events or learning activities.	• Experience within the public sector, emergency services or a highly regulated environment. • Experience supporting Equality, Diversity and Inclusion initiatives. • Experience of supporting responses to inspections, reviews or organisational change programmes.	Application Form Interview References
Education Training Qualifications	• Graduate level qualification (or equivalent relevant professional experience) in a relevant discipline such as Human Resource Management, Business Management or Organisational Psychology. • Evidence of continuing professional development relevant to the role.	• Current professional membership of the Chartered Institute of Personnel and Development (CIPD)	Application Form Interview References Certificates
Special Knowledge	• Understanding of organisational culture, behaviour change and values-led leadership principles. • Knowledge of Equality, Diversity and Inclusion legislation, including the Equality Act 2010 and Public Sector Equality Duty (PSED). • Understanding of organisational development and change management principles.	• Knowledge of Fire and Rescue Service culture and best practice. • Understanding of cultural transformation frameworks and employee engagement methodologies.	Application Form Interview

	• Knowledge of workforce development and people-centered improvement approaches • Awareness of national fire sector cultural expectations, HMICFRS findings and NFCC guidance. • Ability to interpret cultural, engagement and workforce data.		
Skills	• Excellent written and verbal communication skills, including report writing and presentations. • Strong stakeholder engagement and relationship-building skills. • Analytical skills with the ability to identify themes and translate insight into improvement actions. • Strong organisational and project support skills. • Facilitation and training skills to support workshops and engagement activities. • Problem-solving and critical-thinking skills. • High levels of emotional intelligence, discretion and cultural sensitivity. • Strong digital literacy, including Microsoft applications and data management systems.	• Experience of developing learning materials, engagement tools or communication resources. • Experience using workforce, engagement or performance dashboards.	Application Form Interview
Working Arrangements	• Ability and willingness to travel across Service locations and partner sites. • Willingness to work flexibly to support workshops, events and engagement activities. • Ability to manage a varied workload and meet reporting deadlines. • Ability to handle confidential and sensitive information with professionalism and discretion. • Commitment to promoting positive culture, inclusion and the Service's values.		Interview