

People Business Partner

Hours: 37 Hours per week.

Location: Head Office, Festival Park, Stoke on Trent

Salary: £30,000 per annum

Job Ref:

Are you looking for a People Business Partner Role within an Organisation that is at the heart of helping people to thrive? If so, this role may be for you. Since 1974, as a Registered Provider of Social Housing and Supported Accommodation we have been supporting those in need.

We are looking for an experienced People Business Partner to join our People Team at our Stoke on Trent Head Office. You will play a key role in supporting our team through all aspects of the employee lifecycle, ensuring we deliver an engaging employee experience whilst complying with our legal and regulatory obligations. Some of your key responsibilities will include:

- Providing business focused advice, guidance and coaching to managers and employees in the application of employment policies in a consistent manner across the organisation
- Supporting practical management training to increase their self-confidence and capability in getting the best from their teams
- Experience in managing Employee casework, investigation, performance coaching, misconduct and long-term absence (including liaising with OH)
- Supporting recruitment activity, drafting role descriptions (including undertaking job analysis through Imbucon, agreeing with managers suitable candidate pools, placing adverts, managing the candidate pipeline (including interviewing) and subsequent on-boarding for new colleagues
- Coordinating the annual Appraisal and PDR process
- Conducting exit interviews and using this insight to inform our retention strategy
- Supporting the evolution of People KPIs that will inform the leadership team in relation to key people related trends to pro-actively manage business risk
- Supporting key Organisational Development programmes including succession planning, TUPE transfers, workforce planning and change management
- Owning our HRIS as the System expert, and supporting the implementation, configuration and continuous improvement of a new combined HRIS and payroll system.
- Ensuring all employee and HR records are kept up to date, deployment and management of our key people policies and producing regular management reports

What you will need:

You will need:

- CIPD level 5 or able to demonstrate an equivalent level of competence

- Experience in a previous People Business Partner role, partnering with management teams to enhance their understanding of the key link between engaged employees, customer satisfaction and high performance
- A driving licence and vehicle insured for business use – we have a number of sites and you will need to visit these regularly

We Offer the Following Benefits:

- Flexible working (with a regular office presence)
- 27 days annual leave in addition to public holidays
- Excellent learning and development opportunities
- Contributory pension scheme
- Occupational sick pay
- Healthcare cash plan

To apply please visit the Brighter Futures Website.

The closing date is 26th July 2024 with interviews to follow.

We are committed to promoting equality of opportunity and we welcome applications from all sectors of the community, particularly from under-represented groups and people with lived experience. Brighter Futures is an equal opportunities employer.