Department	People Team
Grade	TBC
Reports to	Head of Transformation & Engagement
Direct reports	Organisational Effectiveness Specialist
Location	4 More London

Our Purpose

Working together to secure a thriving future for the railway and for the communities we serve

Your Role: Senior HR & Change Lead

Your Purpose:

As our Senior HR & Change Lead, you will bring senior HR expertise to the whole organisation, with a special focus on change, transformation and organisational effectiveness. You will play a key part in preparing Southeastern for Great British Railways (GBR), helping shape our structures, people practices and ways of working for the future.

Working closely with Directors, senior leaders and the wider People team, you will give expert advice, constructive challenge and practical solutions. You will also lead our Organisational Effectiveness capability, turning insight, data and benchmarking into real improvements in how we perform.

Essential Criteria

- ✓ **You are a senior HR professional** Significant senior HR experience across the full employee lifecycle
- ✓ **You know your stuff** Strong knowledge of employment law, employee relations, organisational change and HR policy
- ✓ **You lead complex change** Proven experience in organisation design, workforce planning, structural change and operating models
- ✓ **You join the dots** You understand how talent, succession, reward, performance, ER and OD connect
- ✓ **You challenge with credibility** confident advising, influencing and challenging senior leaders, with excellent facilitation skills
- ✓ **You turn strategy into solutions** Your answers are practical, commercially sound and people-focused
- ✓ **You lead with evidence** You use data and insight to build business cases and drive improvement
- ✓ **You develop people** Experience leading, managing or developing people or specialist HR capability



Desirable Criteria

- ✓ **You are professionally qualified** CIPD Level 7 or equivalent. Chartered MCIPD status (Desirable)
- ✓ **You bring extra experience** Large, unionised or operational organisations, major transformation or cross-industry working

Your Responsibilities & Accountabilities

- ✓ Give expert HR advice and constructive challenge to senior leaders, grounded in employment law and good practice
- ✓ Apply broad HR expertise across the employee lifecycle, including talent, succession, performance, reward, resourcing and OD
- ✓ Business partner designated areas of the business, understanding their priorities and providing practical solutions
- ✓ Help leaders anticipate and navigate complex people challenges, weighing up risks and options
- ✓ Interpret employment law and HR policy, giving clear advice on risks and next steps
- ✓ Lead complex organisation design, including operating models, structural reviews, workforce planning and job design
- ✓ Develop structures, roles, accountabilities and ways of working that support clarity and performance
- ✓ Advise on the people side of change, including consultation, employee relations and employment risk
- ✓ Challenge structures and practices that hold back performance, efficiency or accountability
- ✓ Partner with Network Rail and industry stakeholders to improve how work flows across teams and organisations
- ✓ Lead and develop the Organisational Effectiveness Specialist, setting priorities for analysis, benchmarking and improvement work
- ✓ Use data, insight and benchmarking to identify improvements and build strong cases for change
- ✓ Help leaders set clear accountabilities and performance measures for high-performing teams
- ✓ Contribute to the Transformation & Engagement agenda with the Leadership & Culture Lead, Internal Communications Lead and HR Business Partners

What we trust you to do – (Authority to Act)

- ✓ Work with a high degree of autonomy across your portfolio
- ✓ Challenge senior leaders and established thinking on people and organisational matters
- ✓ Advise on employment risk and the right course of action
- ✓ Make recommendations and cases for organisational change
- ✓ Prioritise organisational effectiveness activity by strategic impact and business value

Our ways of working

- ✓ We think what if?
  Listen, Learn, Improve
- ✓ We show we care
  We look out for people. We do what we can to help.
- ✓ We make great things happen
  Keep it simple



