

Main Duties and Responsibilities

Workforce Intelligence and People Analytics

- Undertake external research into emerging workforce trends and provide recommendations.
- Present workforce intelligence and recommendations to senior leaders.
- Support in developing meaningful workforce KPIs and measures which demonstrate organisational performance and impact.
- Support the development of analytical capability across the People and Talent service.

Employee Engagement and Staff Voice

- Coordinate employee engagement activity across the Trust, including designing and delivering a two-way engagement process that visibly demonstrate active listening and continuous improvement.
- Manage engagement surveys including pulse surveys, annual staff surveys and thematic feedback exercises.
- Analyse employee feedback and translate findings into practical improvement plans.
- Support staff networks and employee forums to strengthen workforce voice and inclusion.
- Facilitate focus groups, listening events and engagement workshops.
- Monitor engagement indicators and provide recommendations to improve employee experience and retention.
- Support managers and leaders in developing local engagement initiatives that improve employee experience and organisational performance.
- Develop mechanisms to capture workforce sentiment and organisational culture indicators.

Organisational Development and Culture

- Support delivery of Workforce Strategy and associated action plans.
- Apply people science principles to understand workforce behaviours, engagement, performance, wellbeing and retention.
- Assist with organisational culture transformation programmes and values-based initiatives.
- Support leadership development, team effectiveness and workforce capability programmes.
- Design and evaluate OD interventions through data and outcome measurement.
- Support organisational diagnostics and workforce reviews to identify improvement opportunities.
- Facilitate workshops, team development sessions and culture improvement activity.

Inclusion

- Use workforce intelligence to identify disparities and inequalities affecting workforce outcomes.
- Produce equality workforce analysis and recommendations for improvement.
- Work with the EDIB officer and staff networks to co-design inclusive workforce initiatives.

Employee Lifecycle Analytics

- Analyse employee journeys from recruitment through to exit.
- Identify key drivers of attraction, engagement and retention.
- Analyse exit survey data and introduce stay interview, making recommendations on appropriate intervention initiatives, some of which this role will be responsible for delivering.



About You

We are looking for applicants who can demonstrate that they meet the following requirements:

Education

- Degree or equivalent qualification in HR, Organisational Development, Psychology, People Analytics, Data Analytics or related discipline.

Experience

- Significant experience in workforce analytics, people intelligence, HR analytics or organisational development, with a proven ability to analyse complex workforce data and translate findings into practical recommendations for managers and senior leaders
- Experience of designing, delivering and evaluating employee engagement, staff voice and culture change initiatives, including the analysis of survey data, focus groups and workforce.
- Experience of presenting workforce intelligence and evidence-based insights to a range of stakeholders, including senior managers and leadership teams

Skills and Behaviours

- Strong analytical skills with advanced Excel and Power BI capability.
- Experience interpreting workforce data and presenting recommendations to senior leaders.
- Experience of employee survey analysis and engagement improvement planning.
- Knowledge of workforce planning methodologies and people science approaches.
- Experience of organisational change and cultural improvement initiatives.

Safeguarding Responsibilities

Bradford Children and Families Trust is committed to safeguarding and promoting the welfare of all children who use our services and as such expects all staff to share this commitment.

Successful applicants will be required to complete the relevant safeguarding checks.

We are an equal opportunities employer.

