People Manager
Isle of Wight based.

Supporting our People Lead, this role is instrumental in advising and guiding our people managers so that they can effectively and confidently manage their teams and maintain high levels of engagement and well being in the UK and internationally. The People Manager will be responsible for building relationships with specific departments and Team Leads to gain a thorough understanding of our people and how we need to best support them throughout their employment cycle. Working with our Talent manager you will also input to our employer branding and value proposition to ensure the Foundation is viewed as an employer of choice.

Role and Responsibilities:
Reporting to our People Lead, you will:

- Develop, renew and implement HR strategies and initiatives aligned with our People Strategy that are widely accessible and consistently applied.
- Provide advice and guidance to managers and their teams on people policies, processes, wellbeing and mental health issues and general queries and concerns.
- Support managers and build their confidence in implementing an effective performance and talent management process that drives high performance and links with the learning and development framework.
- Involvement in all areas of the employee life journey including working with our Talent Manager on recruitment strategy to onboarding, completion of exit interviews and the leaving process.
- Manage formal processes such as flexible working requests, maternity and paternity leave requests, disciplinary and grievance cases and capability meetings.
- Ensure completion of periodic processes such as performance reviews, pay review, 9 box model conversations and training cycles
- Involvement in and management of specific and ad hoc People Projects.

Your profile

- CIPD qualification. At least 4 years experience working in an HR generalist role.
- Proven generalist in-house HR experience evidencing supporting line managers.
- Evidence of change management and supporting teams through this.
- Strong employment legislation knowledge and its application.
- Excellent active listening, negotiation and influencing skills.
- Proven ability to build and effectively manage interpersonal relationships at all levels of an organisation.
- High levels of confidentiality, discretion and diplomacy required.
- Experience of working with employees based in different international locations would be a distinct advantage.
- Strong written and verbal communication skills in English: the ability to interact effectively at all levels of an organisation, including senior stakeholders.
Please apply with CV and covering letter to: Barbara Calland (barbara@emf.org)

Desired starting date: asap
Closing date: 31st May 2022
Salary package: circa £40k dependent on experience level plus generous holiday allowance (25 days plus discretionary extra days leave) generous parental leave; enhanced pension options/private health scheme after 6 months; wellbeing programme.
Location: Cowes, Isle of Wight.

What we do
The Ellen MacArthur Foundation develops and promotes the idea of a circular economy. We work with, and inspire, business, academia, policymakers, and institutions to mobilise systems solutions at scale, globally. Our mission is to accelerate the transition to a circular economy.
Our vision is a new economic system that delivers better outcomes for people and the environment. Business models, products, and materials are designed to increase use and reuse, replicating the balance of the natural world, where nothing becomes waste and everything has value. A circular economy, increasingly built on renewable energy and materials, is distributed, diverse, and inclusive.

Our commitment to you
The Ellen MacArthur Foundation is committed to promoting equal opportunities in employment and providing a working environment free from discrimination. Job applicants will receive equal treatment regardless of age, disability, gender, gender reassignment, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation or any other characteristic protected by the laws or regulations in the locations where we operate.