

ROLE PROFILE – June 09

<p>Title Reports to Pay Grade</p>	<p>Executive Director – Enabling Infrastructure and Development Group Executive Director – Operations Executive</p>	<p>Department Directorate Location</p>	<p>Operations Group Operations Remote, office in Guildford & Chatham</p>
Role and context	Need to do	Role Capabilities	Key Competencies
<p>Purpose Accountable for leading the Agency's role in strategically shaping and influencing the physical infrastructure & development within the South East region, optimizing the use of land and property and overcoming the barriers to development to achieve sustainable growth and global competitive position. Support the delivery of the Regional Economic Strategy, both through direct intervention and empowering partner organizations to promote sustainable growth and economic development, structuring and supporting investment programmes to secure long term value and incentive mechanisms. Lead on behalf of the Agency key strategic programmes, delivering sustainable high quality communities and urban environments.</p> <p>Context The Agency has a new focus on transformational interventions that support business sectors and clusters with optimum GVA impact within the context of place. Place is recognized as a competitive advantage for business and physical regeneration will be delivered through an SPV, with the setting-up of the appropriate structure being the core objective for this role in the transition period.</p> <p>Relationships BIS, DCLG, Treasury and other Whitehall Departments and their Agencies, such as the HCA. The EU Commission and other national governments Global, National, Regional and sub-regional Industry experts Regional Bodies and Local Authorities/Other</p>	<p>Key Outputs Communicate effectively to partners the new focus of the organisation, aligned to the 'productivity and competitiveness' agenda, tightly defined to support the sustainable competitiveness of the South East's business base.</p> <p>In support of targeted place-based economic development plans, deliver interventions to support partner aspirations in identified priority places and in key sectors for business growth and competitiveness.</p> <p>Lead and effectively manage the Enabling Infrastructure and Development transition team delivering improvements to the South East's future growth and development to support its global competitiveness, creating sustainable economic growth, communities and urban environments.</p> <p>Work with partners to shape the overall delivery of strategic infrastructure and development projects eg through the structuring of vehicles, Investment Frameworks, assessing infrastructure needs and phasing development, which includes the direct delivery of sites in key priority areas, such as Thames Gateway, Ashford and Hampshire.</p> <p>Champion SEEDA at regional and national level, influencing key decision makers.</p> <p>Work closely with key partners in driving economic development programmes in key areas such as delivery boards for Kent Thameside, Ashford and Hastings.</p> <p>As part of the SEEDA executive management team, contribute to and take account of the corporate aims of the Agency and advise the Chief Executive,</p>	<p>Key Performance Indicators - Programmes with clear outputs/outcomes directly related to GVA - Partner/stakeholder feedback - Transition programmes objectives satisfied</p> <p>Qualifications Educated to degree level with an appropriate professional qualification and direct experience of a senior role within large public and/or private sector organisations.</p> <p>Knowledge/Experience Proven track record of success in leading the delivery of complex infrastructure/development or property related projects of comparable complexity. Proven track record of creating and developing complex PFI/PPP partnerships to deliver projects of comparable complexity against tight deadline and budgets. Proven track record of success in leading and developing high performing, multi-disciplinary teams focused on delivering significant results of a comparable nature. Significant experience of effectively advising on strategy and approach encountered during large scale</p>	<p>People: achieves results with others Insight: Energizes others to stretch and shine, and gives credit for a job well done Judgment Has a well- earned reputation for attracting and retaining the best people – people who have stayed with us and grown in their roles Influence Is visible and accessible, and is highly effective at mentoring individuals and teams</p> <p>Connects with partners/ stakeholders and embraces different points of view Inclusive Empathetic, and thinks about the needs of customers and colleagues around the world when making business decisions Curious Uses personal networks and constantly seeks ways of getting closer to customers Responsive: Puts the customer at the heart of the business and creates the best possible customer experience</p> <p>Uses business acumen to make smart decisions Drive Real self starter, entrepreneurial, widely respected with huge personal credibility Knowledge: Constantly challenges the status quo; thinks 'How can we do this differently and better?' Experience: Strong sense of self, secure in role, takes personal accountability for big decisions.</p>

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<p>RDAs SEEDA Main and SEEDA Executive Board Operations Directorate/OpsCom/Gateway Group Internal Audit/Audit Committee and NAO</p>	<p>Board and senior management team on Development & Infrastructure programmes and priorities.</p> <p>To ensure a successful transition to a 'fit for the future' SEEDA through visionary leadership and by playing a key role in outsourcing physical regeneration to optimise delivery and leverage, together with the establishment of a strong Critical Business Infrastructure team within SEEDA.</p> <p>Delivery of the preferred option to establish a Joint Venture with the Homes and Communities Agency, completing negotiations and Business Case by October 2009, then obtaining approvals from BERR, CLG and HCA based on adapting the Brownfield Land Assembly Company with a target completion date, to include the transfer of assets and staff, by April 2010, whilst influencing the successful establishment of a SEEDA Critical Business Infrastructure team by December 2009.</p> <p>Fall-back options to the preferred JV option to be developed and delivered if required.</p> <p>Clear, regular and open communication to staff, maintaining levels of motivation and the continued delivery of programmes through a period of uncertainty and change.</p> <p>To deliver EID single-pot budget spend by March 2010 and ensure that EID continues to deliver key milestones on major programmes, whilst securing additional external funding in excess of 14 million for 09-10, whilst engaging with partners to successfully exit programmes.</p>	<p>procurement of significant infrastructure and development projects.</p> <p>Proven track record of success in sustaining a positive personal and organizational profile, grounded in sophisticated, shrewd and high level of political awareness, understanding and knowledge of how to manage complex range of stakeholders, under intense pressure.</p> <p>Significant evidence of representations/ambassadorial ability, particularly in the context of engaging government, public and private sectors and local communities.</p> <p>Dimensions</p> <ul style="list-style-type: none"> - Annual Budget of £35.2m - 3 teams, incorporating 33 personnel, with 4 direct reports - Delegated legal document signatory 	<p>Leads by example, delegating effectively across the team</p> <p>Works across boundaries Creative Anticipates trends, acts on hunches, challenges norms Strategic: Takes a bird's eye view – looks for ways to soar – and then makes it happen Smart Spots opportunities to exploit the 'market space' between the businesses</p> <p>Performance Results driven: Strong sense of self, secure in role, takes personal accountability for big decisions. Leads by example and achieves results and improvement for the business through the team and their own actions</p>