CITB Leadership Team – Strategic Partnerships Director – England London & South

Recruitment Briefing Pack 2015

This year is a significant year at CITB – we recently celebrated our 50th anniversary (2014), we are transforming governance and leadership to ensure CITB is effectively organised and prepared for the future, which will bring both challenge and opportunity to our employees.

This pack provides you with some background to CITB; why we exist, how we are organised, and why and how we are changing. It also outlines the new leadership vision from our CEO, Adrian Belton, and provides details of the leadership roles that will be critical in successfully taking CITB and its employees into the future.

Our Story

As a Non Departmental Public Body sponsored by the Department of Business, Innovation and Skills (BIS) we raise a Levy (with the consent of employers) to support our activity. Investing in skills leads to growth for the UK economy and gives competitive advantage for the construction industry and the people who work in it. However, without external influence, the level of such investment is sub-optimal. The statutory solution (a levy/grant system) in place since 1964 has retained the support of the sector since then and has multi-party backing.

At present, the construction industry is facing rapid change which is having a significant impact on its skills and training needs. CITB is an effective and trusted partner to help the employers meet these changes with confidence.

To do this, we aim to boost employer commitment to skills and training so that: individuals have the skills to compete for the best jobs and develop fulfilling careers; construction companies have a highly skilled workforce that gives them a USP in the market; the construction industry has the skills it needs to deliver high-quality projects on time, on budget and safely; and UK PLC has a world class construction industry.

We encourage collective action on skills and deliver employer-led skills solutions. We use our insights into future skills needs, and £250m of income from the Levy and charitable trading, to create opportunities for the sector and governments to act together. We help employers offer over 20,000 apprenticeships and new entrant places, train more than 30,000 members of the workforce and give business advice to thousands of SMEs in the construction supply chain. We deliver a range of other products and services to construction employers, including specialist training provision, standards and qualifications, training resources, research and advice and guidance. We provide financial support to employers to incentivise training and develop skills in line with the industry’s strategic agenda.

We are a multi-site organisation across Great Britain (England, Scotland and Wales).

Our goal is “Making a difference” for:

- **Individuals** so they have the skills to compete for the best jobs and develop fulfilling careers
- **Construction companies** ensuring they have a highly skilled workforce
- **The industry** to have the skills to meet its clients’ needs and future challenges
- **UK PLC to have** an industry that is world class and can compete with the best on the world stage.
Our priorities

We have the following strategic priorities:

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<th>Priority</th>
<th>Strategic Intent</th>
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<td>Strategic Leadership</td>
<td>To be the 'go to' body for construction skills and training.</td>
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<tr>
<td>Image and Recruitment</td>
<td>To inspire talented people to join the construction industry.</td>
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<tr>
<td>Training and Development</td>
<td>To increase the capability of the existing construction workforce.</td>
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<tr>
<td>Industry Engagement</td>
<td>To enable the construction industry to be efficient and effective.</td>
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These are supported by our ‘running the business’ activities:

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<td>Corporate Services</td>
<td>To operate an efficient, effective, responsible and financially sustainable organisation.</td>
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<tr>
<td>Commercial Trading</td>
<td>To generate a trading surplus from commercial products and services that supports the delivery and achievement of our Strategic Priorities and contributes to the sustainability of CITB.</td>
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For further information, please visit our website at [www.citb.co.uk](http://www.citb.co.uk)

We are transforming

CITB is going through a period of significant improvement and after recently establishing our Executive Team; we are now recruiting the remaining members of our new Leadership Team. Our CEO, Adrian Belton has set out his vision for the future and how he would like the people at CITB to work together to achieve it.

“We recognise that staying the same is not an option; that change is not just necessary but essential. CITB is ready to face the challenges of the future and to do so it needs leaders working as one team, fully living the new behaviours, whose actions unite the organisation and act as a catalyst for profound change. Our leadership team will be responsible for providing vision, clarity, direction and inspiration through fair and effective management”.

What we do

We work together to:

- Be the go to body for the construction industry
- Inspire talented people to join the construction industry
- Increase the capacity of the existing construction workforce
- Enable the construction industry to be efficient and effective
- Support the industry by developing and delivering skills and training products & services
• Operate an efficient, effective, responsible and financially sustainable organisation.

Our behaviours

We achieve our vision through ‘living our behaviours’ that were shaped by CITB employees:

Team
Accountability
Customer
Adaptability
Leadership

We expect our leadership to make CITB a place where colleagues:
• Feel valued (Team)
• Feel part of One CITB (Team)
• Have career ‘progress’ (Adaptable)
• Seek the help of others (Leadership)
• Share our challenges (Team)
• Contribute to setting the agenda (Leadership)
• Are outcome focused (Accountable)
• Respect and share the need of customers (Customer)
• Work collaboratively (Team)
• Partner proactively with others (Customer)
• Take the initiative (Leadership)
• Drive innovation (Adaptable)
• Challenge constructively (Adaptable)
• Are accountable for their actions (Accountable)

Team CITB

Team CITB is made up of c1400 employees and we aim to reflect Britain’s diverse population across the nations. CITB aims to lead the construction sector by example to ensure fairness, inclusion and respect for all.

Our objective is to create a culture that helps all of our customers strive towards a workforce that is reflective of today’s society and we encourage people from under-represented groups to apply for vacancies.

CITB works to exceed the requirements of the Equality Act 2010, not only where we have the legal responsibility to do so, but in all aspects of our work. We aim to:

• Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
• Advance equality of opportunity for all

We are a member of the Employers Forum on Disability and have received the Equality Standard in recognition of our plan to promote good equality practices in the organisation and the construction industry.
The role
A full Role Description for the position is included as a separate attachment to this briefing pack.

The Salary & Benefits Package
Salary Range £52,772 - £72,562 (subject to pay review)
Performance Related Bonus
Company Car or Car Allowance (£6,123pa)
Employer Pension contribution
Flexible Benefits Scheme
25 Days Holiday per year (increasing to 27 days after 3 years and 30 days after 7 years)