

Job Description | Senior HR Advisor, HR Consultant Hub

Department: Human Resources

Location: Flexible – UK or Global

The Role

The Senior Advisor, HR Consultant Hub will be part of an agile team, responsible for identifying opportunities for continuous improvement and designing, developing and implementing innovative products and services which focus on putting great people experience at the heart of everything we do. You'll need to wear multiple hats to prioritise strategic issues, analyse problems, and ultimately deliver consistent and effective products and outcomes with the end user in mind.

Key Responsibilities

- Design and develop products and proposals to enhance the effectiveness of the HR function, whilst responding to customer needs and delivering a great experience for our people
- Provide support in the development and implementation of the HR target operating model, ensuring alignment with the people strategy initiatives
- Partner with HR leaders to identify opportunities to add value, drive consistency and coordinating with different stakeholders to gather requirements
- Work collaboratively with HR leaders and other stakeholders to assess and understand business needs, and to ensure HR products and initiatives align with overall business objectives
- Provide structured support to deliver key HR initiatives, focusing on people experience to enable successful adoption
- Support and guide members of the HR function to identify opportunities to iterate and improve, and embed lessons learned into our ways of working
- Develop and maintain an understanding of HR industry trends, regulatory changes, and emerging technologies
- Build relationships with HR leaders and other stakeholders to establish credibility and support the adoption of new HR products and initiatives
- Act as a conduit to bring different parties together to drive recommendations and decisions within HR

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- Supporting members of the HR function and others with quality design on stakeholder engagement plans and communications
- Utilise people experience data and people insights to track progress, identify opportunities for improvement, and support diagnostic deep-dives
- Support design thinking, and assure design quality across people products, processes and services
- Set standards and governance for the HR function and our global process taxonomy
- Provide additional capacity for cyclical processes and largescale programmes as required
- Work with the enterprise-wide PMO on broader programmes and initiatives, including acting as workstream leads; providing SME representation for cross-functional working groups; and working with Business Analysts and Project Managers from the Transformation team to define product requirements

Essential Skills & Experience

- Experience in HR, HR strategy and transformation or a related field
- Experience in developing proposals for new initiatives and products in the HR function to enhance its effectiveness and efficiency, with a focus on improving people experience
- Excellent communication and interpersonal skills, with the ability to build relationships with stakeholders at all levels
- Ability to coordinate with different stakeholders to gather requirements and drive collaboration
- Experience working in a fast-paced, dynamic environment
- Strong analytical and problem-solving skills, with an ability to work with data and make data-driven decisions
- Well organised with a methodical approach and an ability to progress multiple projects at one time
- Ability to think strategically and translate strategy into action
- Knowledge of HR best practices, including talent management, employee relations, and compensation and benefits, is beneficial but not essential

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The Firm

Clyde & Co is a leading global law firm, specialising in the sectors that underpin global trade and commercial activity, namely: insurance, transport, construction, energy, trade and commodities. It is globally integrated, offering a comprehensive range of contentious and non-contentious legal services and commercially-minded legal advice to businesses operating across the world. Clyde & Co is committed to operating in a responsible way. This means progressing towards a diverse and inclusive workforce that reflects the diversity of its communities and clients, using its legal skills to support its communities through pro bono work, volunteering and charitable partnerships, and minimising the impact it has on the environment. The firm has 480 partners, 2400 lawyers, 3200 legal professionals and 5000 people overall in over 60 offices and associated offices worldwide.

Our Values

Our values are the principles that guide the decisions we make, unite us in our endeavours and strengthen our delivery, for our clients and our firm. We:

- **Work as one** We are a globally connected team of talented people who act with a firm-first mentality to achieve success
- **Excel with clients** We aim high and challenge ourselves to deliver unique excellence for our clients, keeping them at the centre of everything we do
- **Celebrate difference** We help each other to be at our best and believe our differences result in greater achievement
- **Act boldly** We seek new opportunities, take action and learn as we go, recognising that curiosity drives our development and contributes to growth

Business Services Competencies

Clyde & Co is committed to providing extensive, personal and professional development opportunities for our people enabling them to be highly effective in their current role as well as assisting them to fulfil their career aspirations.

The competencies are used to inform all aspects of Business Services career development. They vary across levels and different business areas and fall under the following areas:

- Technical Excellence
- People and Team
- Client/Stakeholder Relationships
- Service Delivery and Commercial Awareness
- Personal Effectiveness

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This is the job description as constituted at present; however the Firm reserves the right to reasonably amend it in accordance with the changing needs of the business.

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