



INTRODUCTION

Background

The Ospreys are the most successful Welsh regional rugby franchise, winning 4 league titles in the last 18 years and providing more male and female internationals at all levels of the game. We pride ourselves on local grassroots development, representing 77 community clubs, with further plans to expand across the globe.

However, the biggest success that the Ospreys has enjoyed since inception has arguably come off the pitch.

Despite being a business that is focused on the development of local talent & proudly represents its local community, the Ospreys have, in a very short period, grown to become a globally recognisable rugby brand, thanks in no small part to the distinctive and innovative 'mask' logo.

The Ospreys jersey has established itself as something of a sales phenomenon & is one of the highest selling club shirts in European rugby.

Not only leading the way in Wales, but the forward-thinking outlook at the Ospreys has also seen a number of far-reaching initiatives taking the business into new markets.

New partnerships across Europe & into the developing rugby markets in the Middle & Far East have allowed the Ospreys to reach out into untapped territory, opening doors & providing exciting opportunities to be exploited in conjunction with business partners that are unrivalled in rugby.

It is the ability to consider both the local & global perspective that has allowed the Ospreys to not only confound the critics back in to 2003 but to thrive & become a leading regional rugby franchise.



JOB DESCRIPTION

Job Title	Human Resources Manager.
Salary	
Location	Liberty Stadium.
Hours of work	Part Time -
Responsible to	Chief Operating Officer (COO).
Contractual Status	Permanent.
Role Summary	<p>Provide the Ospreys with strategic and operational direction across all human resources, payroll, remuneration and benefits, as well as effective and efficient internal partnering to the operation, drawing on best practice from outside the organisation, creating a culture of continuous improvement and development and contributing to the strategic mission, vision and values of the Ospreys.</p> <p>The HR Manager will be tasked with providing strategic direction and operational implementation, with the aim of creating a high-performance environment. They should draw on best practice from outside the organisation to create a culture of continuous improvement and development.</p> <p>The HR Manager will demonstrate an ability to develop a 'people and culture plan' that is aligned to the strategic direction of the business and its current stage of evolution.</p> <p>The role will be focused on leading HR operations in a time of transformational change, implementing HR policies and a central people strategy to drive efficiency, consistency and a 'one team' mentality. The strategy will ensure an organisational culture of high-performance and equality. This will support the Management Team in their initiative to drive corporate governance, revenue generation and cost management across the business.</p> <p>The HR Manager should be at ease in a commercial and fast moving business without an overly engineered HR approach. They will have to display the right balance between meeting the day-to-day needs of the business with more pro-active, strategic requirements.</p> <p>Ultimately, the HR Manager must be a strong cultural fit, with the ability to work with and between the business of rugby (commercial, operations and corporate activities) and technical aspects of the Franchise. Above all, they will have an intelligent, commercial and pragmatic approach and the ability to communicate and implement practical HR solutions through effective relationships in a fast-moving environment.</p>

JOB DESCRIPTION

Key Relationships

External

- Stakeholders.
- Partners.
- Authorities and Regulators.

Internal

- Executive Management Team.
- Board & Owners.
- Department Heads.
- All Employees.

Key Responsibilities, Tasks and Activities

- Develop the People Strategy and People Initiatives which will underpin the successful delivery of the business and its strategic plan.
- Work with the Management Team to develop and then champion the execution of a high-performance working culture.
- Provide HR expertise and support across all business areas, partnering with Heads of Departments, in developing their people's knowledge, skills and capability to implement and embed business policies and people programmes and initiatives consistently.
- Implement internal controls and risk management strategies – ensure the integrity of operational delivery through augmenting the existing policies, procedures and systems.
- Perform a salary, benefits and organisational structure review.
- Provide expertise to the Management Team and other senior colleagues, utilising appropriate internal and external expertise, when required.
- Lead all learning and development activities, ensuring that high quality and cost effective leadership, management development and skills development programmes are implemented in line with business needs.
- Champion and lead all people change activities, including organisation re-design, re-structuring etc. and any associated change strategies.
- Further develop and implement effective talent management and resourcing strategies, programmes and strategic supplier partnerships to build the skills and capability of the organisation in line with budget/ headcount requirements, to ensure cost effective solutions are delivered.
- Maintain and communicate a strong understanding of compensation and benefits within the Welsh market and categories of employees/workers; working with senior colleagues to design and implement appropriate reward strategies across all operational areas of the business.
- Create an Ospreys approach to remuneration and career development strategies.
- Implement Ospreys performance management and appraisal processes which meet business needs and achieve business, operational and personal goals.

JOB DESCRIPTION

- Develop and maintain an external profile and network to support the communication and advocacy of the Franchise's strategy and work and to draw on and import best practice to the organisation, championing and leading change when, required.
- Stay abreast of latest best practice and employment law developments, providing proactive expertise and advice to educate the organisation and ensuring HR policies and practices are relevant and up to date.
- Leadership (and appropriate) management of all employee relations issues providing internal advice and guidance, whilst operating consistently and being mindful of any reputational issues.
- Operate within departmental budgets and personal authorisation limits, securing maximum value for money in the most cost-effective manner at all times.
- Work with the Management Team and owners to align newly acquired assets at an operational HR and cultural level with the Ospreys and / or the Group philosophy.
- Become a brand ambassador and reflect Ospreys values with all operational and strategic matters.

PERSON SPECIFICATION

Qualifications

- Educated to degree level (or equivalent) is preferable.
- Specific qualifications in HR; either post-graduate qualification or a business-related degree with a substantial HR option.
- Membership of the Chartered Institute of Personnel and Development (CIPD) or (SHRM) is preferential.

Experience

- Within a professional sports club / league or high-profile sporting organisation is desired.
- Business awareness and commercial acumen.
- Providing both strategic and operational advice on HR Operations and cultural development.
- HR and Organisation Development approaches.
- Creating leadership and management development programmes underpinned by appropriate and cost effective strategies to develop the capabilities of Ospreys employees to support the business plan.
- Designing and implementing effective performance management processes.
- Established professional networks in human resources and organisational development and change.

PERSON SPECIFICATION	
	<ul style="list-style-type: none"> • Proven experience of delivering high quality, pragmatic and effective HR services in a high profile and fast-paced commercial environment. • Planning and reporting against business performance indicators.
Key Competencies	<ul style="list-style-type: none"> • Effective Communicator. • Interpersonal skills. • Business acumen. • Technical expertise. • Cross-cultural awareness.
Personal Characteristics	<ul style="list-style-type: none"> • Must be able to inspire and engage others and generate positive energy. • Comfortable operating within an increasingly regulated industry with multiple stakeholders (Owners, Unions, Competition Entities, Sponsors etc). • A credible partner to the business and its senior executives. • Will be incisive and action oriented with a focus on outcomes. • Must demonstrate operational capability and an ability to outstanding execution. • A flexible and pragmatic approach to problem solving with effective decision making / critical thinking skills and consciousness of reputational issues and requirements. • Must be creative and results oriented with the ability to get things done. Will be comfortable in a fast-moving environment. • High energy, resilient, committed and ambitious individual with a desire to succeed and consistently deliver. • Personal circumstances must allow the candidate to work extended hours on occasion during times of peak activity.
Continued Professional Development	<ul style="list-style-type: none"> • Ospreys Rugby are committed to providing CPD for the post holder. • We expect the post holder to undertake available training courses and research to enhance personal knowledge, skills and experience.

ACKNOWLEDGEMENT		
Employee Signature:	Name:	Date:
Line Manager Signature:	Name:	Date:

The job description is subject to change pending review by the role holder and their line manager.