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| Grade : 7 | Profile reference:ER07 |
| Doc Version: V1 | Date latest version: 22/05/2017 |

Job Family Role Profile: Environment & Regulation, Grade 7

- *This is a generic role profile. It aims to outline the requirements of roles broadly within the job family and grade detailed above rather than provide the requirements of a specific job*
- *This profile should be used as a template to help 'frame' the right size and shape of work undertaken locally*
- *For further guidance on how to use job family role profiles effectively, please see the Easinet*

Job Family Description

These are roles engaged in the delivery of operational and regulatory services that are key to the protection and improvement of our water, land and air.

This job family hosts a variety of skills and activities, such as monitoring enforcement through to licensing and permitting. Roles can be field based, gathering data or 'auditing' customers, or office based carrying out analysis or providing advice on environmental issues to customers.

Purpose Statement

The contribution and key purpose of roles in this job family at this grade. It indicates the typical degree of independence these roles hold. Note: names of roles are intended to illustrate the type of roles at this grade and are not related to job title.

Acts as a lead expert or manager accountable for effective delivery in a specific area of regulatory or operational activity.

Typically these roles lead and manage a department or large team and are accountable for utilising knowledge and skills of the team, and those in the wider organisation, to ensure effective operations and drive continuous improvement.

Some roles in this job family participate in incident response as part of their accountability.

These roles work to broadly defined objectives and have the freedom to determine how they are achieved.

Representative Accountabilities

The key areas of work and responsibilities for these roles. Points identify typical areas of outputs and suggest anticipated results but are not exhaustive or specific.

- Leads on establishing and maintaining influential relationships in the Environment Agency, government departments, and a range of external partners, for example partner organisations, trade bodies, and academia. Works to engage and influence on regulatory and operational issues and initiatives and to promote Environment Agency goals and reputation.
- Establishes effective consultation with internal and external customers and partners to influence practise, ensuring policies are relevant, workable and efficient when applied in the business for both

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routine & non-routine work. May be required to engage with colleagues across the Defra group to drive and embed service change and improvements.

- Provides high level advice, guidance and judgement, in an appropriate format, to inform decision making for the business, and its partners, and mitigate organisational risks.
- Leads and develops teams to ensure a motivated and high performing workforce which delivers organisational aims.
- Develops and ensures key performance indicators and service levels are met for area of delivery. In some cases, specifies standards of delivery.
- Identifies and determines innovations that improve operational and regulatory services, tools and / or ways of working. Makes the business case for funding and managing the risks and opportunities after determining the best approach. May work with third parties to ensure cross-organisation approaches are cohesive.
- May be required to deliver key communication and briefings for executive managers and sometimes external parties, ensuring communication is concise and relevant to the audience and the Environment Agency's position is clear.
- Maintains a broad understanding of Environment Agency strategy, business & culture in order to contribute to, and oversee the implementation of policy nationally and / or locally with consideration of the potential operational implications.
- Leads by example, acting as a role model to effectively embed our values and drive innovation across the team, and wider. Ensures ways of working are effective and in line with our corporate commitments. Roles at this level in this job family may be responsible for safety in a regulatory capacity.

Typical skills, knowledge and experience

The knowledge, skills and experience indicated usually reflect the minimum levels required for competent performance in the role. Due to the generic nature of job family profiles, detailed requirements need to be specified in supporting documentation, such as the advert.

- Roles require substantial experience gained in a relevant environment, typically operational or regulatory, to enable leadership of a function, department or specialism.
- People management or specialist jobs at this level require a breadth and depth of relevant expertise for the role.
- Advanced negotiation and influencing skills are required to develop and motivate people, and change behaviours in a range of complex business environments.
- Requires expert understanding of a range of organisational practices and their effective application and is required to apply practical judgement of the wider business impact of decisions.

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- Roles typically require at least a relevant degree or equivalent, usually gained through extensive experience and training.
- Roles usually require management of budgets and/or revenue.

Expectations for these roles

Sets relevant expectations for roles by grade, including health and safety, equality and diversity, communications required, quality assurance and level of organisational wide understanding required for role. This section is common to all job families at this grade.

- Is fully engaged with the organisation's approach to health, safety and wellbeing. Takes responsibility, and is accountable, for providing the leadership to embed the approach.
- Promotes inclusion by respecting differences in our workforce and works to build a supportive & engaging workplace.
- Ensures communication is audience focused, clear and concise, to aid understanding and support for policy / process change and ensures implementation is positive and consistent.
- Efficiently balances and prioritises quality, time and cost while ensuring the appropriate standards and assurances are met.
- Understands, interprets and implements the strategic direction of the Environment Agency and Defra group, and has a detailed understanding of external partners and customers, and their needs.

Grade Distinction

Outlines the difference in expectations and/or accountabilities for roles at grade above and below this profile. This section is common to all job families at this grade.

Roles at grade 6:

- Tend to interact on a specific area of activity, whilst roles at this grade, tend to have broader interaction, representing the department across the organisation, and wider, on a range of related matters.
- Tend to have narrower accountability in terms of people and activities.
- Provide intelligence and contribute team business plan.

Roles at Deputy Director grade:

- Have a wide span of control with accountability for sub-functions or a number of related areas of activity.
- Are more involved in developing and implementing solutions to challenges which are new to the organisation.
- Have more autonomy in taking decisions on behalf of the organisation.
- Have an impact upwards through contributing to departmental / directorate level strategy.

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- Typically specify and review key documentation and guidance. Roles at this grade approve key communications.
- Support management of reputational risk for the organisation. Roles at this grade actively manage the risks.
- Have a higher level of accountability for people / programmes / budgets.