Grade : 6	Profile reference:AM06
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Job Family Role Profile: Asset Management, Grade 6

- *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

Roles in this family manage the whole lifecycle of our flood and coastal risk management assets, i.e. from planning and delivery, through to upkeep and eventual decommissioning.

There are a wide range of skills in this job family but they are identified by their contribution to the asset management life cycle. Roles here can be field based, for example in building or maintenance of structures and plant, or office based such as planning and managing the delivery of assets and the preparation or the analysis required to carry out asset management effectively.

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 senior specialist, senior team leader, or programme/project lead. Accountabilities for these roles can be interchangeable depending on the team and work being delivered.

Typically roles at this grade recommend and implement the appropriate approach for the organisation to take in a specific, allocated area in the delivery and assurance of our assets in line with the asset management objectives. Roles may work with external stakeholders and partners to ensure effective delivery of the whole asset lifecycle to achieve environmental objectives.

Roles may deliver results through a team, by leading a project or directly as an expert and it is possible for a single role to operate in more than one of these functions. These roles have impact beyond their immediate scope of activity and are engaged on complex, reputational, political and / or technical matters.

These roles work autonomously within policies, and have responsibility for managing an element of organisational risk or opportunity.

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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.

Senior specialist:

- Provides specialist expertise and guidance to the organisation on delivery and/or management of our assets. Activity usually involves identifying, defining and analysing risks and developing appropriate innovative solutions, such as defining the required outcomes or assuring the risks around our assets.
- Acts as technical lead on a specific element of our asset management strategy. Sets priorities and shapes the implementation of key work for the team and nationally.

Senior team leader:

- Responsible for a team, providing leadership, direction and prioritising delivery of reputational, political and / or technically complex regulatory or operational activities. Some roles manage external resources.
- Recruit, motivate and develop team members to ensure effective delivery of asset management activities. Ensures appropriate skill levels are developed and maintained and team performance is optimised in line with specified team goals.
- Leads the delivery of specialised advice and guidance and / or effective implementation of asset management initiatives and activities. Often this involves managing a diverse range of skills.

Programme/project lead:

- Leads and assures our asset investment plan through delivery of high profile, reputational, political and / or technically complex projects with a wide scope. Provides project leadership and advice.
- Responsible for the supervision of a work unit or project team.

All roles:

- Plan, monitor, control and prioritise resources to maximise the efficient use of people and resources. Identifies risks and opportunities, taking action to deal with issues and ensuring appropriate allocation of time and effort.
- Deliver innovations and improvements in line with the organisation’s asset management strategy, developing and implementing policy and process as required.
- Interact widely, developing and maintaining effective relationships with key stakeholders, customers and suppliers, to minimise the risk associated with our assets. Roles seek to understand and influence priorities, and drive best practice across partner organisations and communities.
- Provide good quality management information and reporting to support the whole asset management lifecycle, inform business decisions and provide a sound basis from which to communicate with and influence internal / external partners.

- Develop, maintain and share technical expertise with staff to improve knowledge and competence throughout the organisation as required.

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 significant experience gained within a specific field / discipline. Depending on the type of role, this could be specialist technical or engineering skills, or other relevant expertise such as people management / project management.
- Requires thorough understanding of relevant business concepts and their application as the role is required to apply judgement and influence the actions and behaviours of others.
- Roles at this grade in this job family may require professional qualifications or Chartered status
- For some roles in this job family specialised and /or professional qualifications are mandatory.
- Some roles require management of budgets, revenue and / or capital expenditure.

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.

- Manages health, safety & wellbeing matters by actively promoting awareness and good practice, and ensuring the provision of safe working practices in line with Environment Agency guidance. Roles at this level in this job family may be responsible for safety in a regulatory capacity.
- Promotes inclusion by respecting differences in our workforce and works to build a supportive & engaging workplace.
- Influence and negotiate across disciplines. Required to flex communication style and deliver tough messages when necessary.
- Work individually or through others to deliver results on time, to required quality standards and cost, to fulfil the business plan and achieve or support environmental goals.
- Understand, interpret and communicate the role of the Environment Agency broadly, and maintain understanding of external partners and customers, their needs and manage expectations.

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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 5:

- Manage a range of specific issues requiring consideration of practice.
- Require specialist knowledge that is usually gained through proven practical experience.
- Usually require understanding of theoretical principles within their specific activity.
- Are likely to lead the production of documentation and advice.
- Develop and further relationships with customers and stakeholders.

Roles at grade 7:

- Provide shape and direction, whilst roles at this grade tend to determine best approach and implementation.
- Tend to have broader interaction, representing the department across the organisation, and wider, on a range of related matters. Roles at this grade tend to interact on a specific area of activity.
- Have broader accountability in terms of people and / or activities than roles at this grade.
- Tend to approve technical documentation, whereas roles at this grade will most likely be responsible for commissioning and reviewing the documentation prior to approval.