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| **SAVE THE CHILDREN INTERNATIONAL ROLE PROFILE** |  |
| Position Title:  | Head, Total Reward |
| Position ID: | NEW0000090 |

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| **Team** | People Services | **Grade** | M4 |
| **Reports To (Title)** | Director, People Services | **Contract Length** | Permanent |
| **Location** | United Kingdom | **Time-zone [the time-zone that the role holder must be available to work in]** | GMT |
| **Language(s)** | English | **Positions available** | 1 |

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| **Team and Role Purpose** |
| The Head, Total Reward will provide expert advice, guidance and services for all reward matters globally within Save the Children International (SCI). The key purpose of this team is to ensure that reward and benefits policies and processes around the globe are fit for purpose, to enable SCI to attract and retain diverse talent across all our teams in a fair, equitable, affordable and consistent manner. |

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| **Principal Accountabilities** |
| * Support the attraction and retention of diverse talent across all teams by shaping, implementing and leading Global Total Reward and Benefits, ensuring that our strategy, policies and processes across the globe drive equity, affordability and consistency of approach for all employees
* Support the achievement of SCI’s goals by establishing robust ways of working across all aspects of Total Reward, continuing to appropriately work with existing approaches while developing and embedding new approaches (such as our Gobal Grading Framework) consistently and effectively across SCI
* Provide leadership, direction and guidance to the Total Reward Senior Officer to ensure that all activities are aligned with and support the achievement of strategic objectives
* Provide expert advice and guidance to Global Leaders and Country office Senior Leadership Teams (SLT) regarding strategic Reward approaches
* Manage key external relationships with Reward providers (e.g. Mercer) to ensure external best practice is considered and included in developing Reward strategy and approaches
* Oversee and ensure effective delivery of all key Global Reward processes (e.g annual pay reviews) and legislative requirements (e.g.Gender Pay Gap reporting and equity pay review)
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| **Budget** |
| * Manages all external Reward budgets (e.g. Mercer and other Reward services)
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| **People Management Responsibility** (direct/indirect reports) |
| Number of people managed in total: 1Manager of a team: YesTeam Manager (manager of multiple teams): No |

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| **Size of Remit** |
| Global |

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| **Travel Requirements** |
| International travel required: NoPercentage of required for travel: N/A |

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| **Key Relationships** |
| **Internal** (excluding direct team and manager)* People Services Team; HR Operations, Talent Acquisition, Data and Insights
* Wider People Leadership Teams (CoEs and Senior People Partners)
* Insurance team
* DEI and Wellbeing
* Finance
* Country office SLT & HR teams
* Reward and senior HR teams across Save the Children Association Member offices

**External*** External Reward partners (e.g. Mercer)
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| **Competencies** |
| Cluster: LeadingCompetency: Leading and inspiring othersLevel: Leading EdgeBehavioural Indicator: Creates and engages others in a shared vision and strategy that will deliver more for children.Cluster: LeadingCompetency: Developing self and othersLevel: AccomplishedBehavioural Indicator: Shares their expertise and knowledge to help others develop and perform.Cluster: ThinkingCompetency: Problem solving and decision makingLevel: Leading EdgeBehavioural Indicator: Identifies and addresses root causes of long-term problems facing the organisation.Cluster: ThinkingCompetency: Innovating and adaptingLevel: AccomplishedBehavioural Indicator: Implements new and improved methods and procedures in their own job.Cluster: EngagingCompetency: Working effectively with othersLevel: Leading EdgeBehavioural Indicator: Builds an organisation which reflects the communities in which we work.Cluster: EngagingCompetency: Communicating with impactLevel: AccomplishedBehavioural Indicator: Communicates complex technical and commercial concepts clearly and persuasively to others. |

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| **Experience and Skills** |
| **Essential*** Extensive strategic Total Reward experience, including development and implementation of Global Total Reward strategies, approaches and processes
* Experience of developing and implementing best practice global banding and benchmarking practices and approaches in highly complex and diverse locations
* Proven experience of implementing and embedding transformational Reward change in challenging and fast moving, complex environments
* Proven experience of effectively managing external providers to ensure value and impact
* Excellent communication and relationship management skills, with ability to explain complex concepts in a way that engages all stakeholders
* Strong analytical skills with the ability to derive insight from data in order to inform decision making, with demonstrated advanced knowledge of Microsoft Excel
* Proven experience in championing continuous improvement and innovation, fostering a culture of creativity and excellence to stay ahead of industry trends
* Proven track record in influencing outcomes without direct authority through collaboration & challenge

**Desirable*** Experience with Global Mobility Compensation and Benefits best practice, including International assignments
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| **Education and Qualifications** |
| **Desirable*** HR qualification such as CIPD or equivalent
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| **Safeguarding** |
| We need to keep children and adults safe so our selection process includes rigorous background checks and reflects our commitment to the protection of children and adults from abuse.Level 1: A basic criminal record background (DBS) check is required/equivalent police record check. |

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| **Diversity, Equity and Inclusion and Equal Opportunities**  |
| Diversity, Equity and Inclusion is core to our vision, values and global strategy. Save the Children is committed to creating a truly diverse, equitable and inclusive organisation, and one which will support us in our vision to ensure every child attains the right to survival, protection, development, and participation.   We are committed to equal employment opportunities, regardless of gender, sexual orientation, race, colour, ethnic origin, nationality, disability, marital or civil partnership status, gender reassignment, pregnancy and maternity, caring or parental responsibilities, age, or beliefs and religion. We are committed to diversifying our staff to better represent the communities we serve and actively welcome underrepresented groups to apply.  Reasonable adjustments will be made should any candidate invited to interview require this.     |

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| **Additional job responsibilities**  |
| The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.  |

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| **Version Control and Approval** |
| Version | Date | Author | Reviewer | Approver |
| 3 | 26/11/24 | Samantha Healey | Ishbel MorrisonSuzy Malcolm | Louise Anderson |