

ROLE PROFILE

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| Job Title | Learning & Development Partner |
| Business Unit | Central Services |
| Function/Region | Human Resources / Learning & Development |
| Location | Strathclyde Business Park |
| Leader | Head of Learning & Development |
| People Leadership | Yes |
| Job Level | 3b |
| <p>Role Purpose</p> <p>To work in partnership with the business units in support of their learning and development agenda in accordance with the William Grant Way (WGW), advising on appropriate development roadmaps, supporting them to identify competency gaps and capability requirements, develop and implement solutions and evaluate impact to ensure maximisation of our people capability and build a high performing organisation.</p> | |
| <p>Accountabilities</p> <ul style="list-style-type: none"> • Contribute to the design of L&D policies and principles aligned to Company Objectives. • Communicate, engage and educate Business Units on L&D policies and principles. • Assess success of usage of L&D policies and principles within Business Unit. • Utilise and deploy the standardised processes within the Business Unit. • Assess the usage of the standardised processes, tools and templates within Functional Training Programmes. • Develop and maintain the approach to Functional Competency Frameworks. • Contribute to how the Functional Competency Framework will influence the performance management process. • Monitor the future skill requirements in cooperation with team leaders and HRDs within the Business Unit. • Assess the Business Unit capability against the required competency levels on a structured and periodic basis and ensure that appropriate L&D interventions are being taken to address any competency and skill gaps. • Develop an approach to ensure the L&D Framework is delivered in all required languages local to each function/business unit and maintained. • Implement the L&D Framework across Business Units • Select the pool of local suppliers utilised, where required. Ensuring they maintain the service levels required and provide relevant/up to date models and techniques. • Engage business leaders and business HR Team to understand the performance gap against the identified business critical competencies and provide the insights to the solutions team. • Encourage usage with Business Leaders to utilise the development programmes created and sourced to address critical competency gaps. • Develop and agree with Business Unit Train-the-trainer approach, expectation and need. • Work with the HRDs and Business Leaders with Business Unit to proactively ensure development programmes are used, implemented and followed up on in order to build the strength of people resources and accelerate the internal talent pipeline, with particular focus on leadership development • Design and communicate the L&D budget planning process • Advise and educate the HRDs and Business Leaders on the L&D budget planning process • Present Business Unit L&D prioritise and summary of L&D budget and delivery plans • Monitor the effectiveness and efficiency of L&D programmes and processes across Business Unit to ensure that high standards are maintained. | |

- Work closely with central Talent, the HRDs and their respective teams to pro-actively manage key L&D matters, with particular focus on practical advice
- Support Business HR and Business leaders to develop a high performing business unit with an employee-orientated open and collaborative culture, that emphasises empowerment.
- Facilitation of Insights Discover and Team4 diagnostics sessions to support implementation of the L&D curriculum

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| HRBP: | Michelle Smillie |
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