

JOB POST	
Division:	Service and Coaching Division
Team:	Coaching Team
Reporting to:	MD Head of Coaching Services and Co-Founder
Job Type:	Permanent Full or Part-time (flexible – onsite client-based/home working)
Location:	Talking Talent Oxfordshire Office - Wallingford
<p><i>At Talking Talent, we are all about creating an inclusive working environment where people from all backgrounds can succeed. Diversity makes sense for us, for our clients and our future. We value different perspectives, skills and experiences, and welcome applications from all sections of the community.</i></p>	

Head of Inclusion Programmes

The Company

Talking Talent is a leading, rapidly expanding, executive coaching consultancy that partners with clients to build inclusive cultures that drive belonging, engagement and performance. For over 15 years, we have provided some of the world's most successful organisations with transformational coaching and development programs that encourage everyone and every business to perform at its best.

We believe that coaching-led approaches to inclusion, purpose and belonging drive profound, systemic behavioural and culture change that lasts. Whether it is enhancing leadership capabilities, facilitating dialogue, guiding talent through career-life transitions, or delivering leadership programs for under-represented groups, our coaching-led solutions inspire inclusive cultures that allow people and businesses to thrive.

Our head office is in Oxfordshire in the UK with the majority of local clients based in London. Talking Talent also has an office in the USA and delivers work with clients across Europe and Asia. Our UK clients are mainly FTSE 250 organisations or equivalent and include major law firms, financial services businesses, telecommunications, professional services, media, FMCG, etc. We are a dynamic, growing business looking to expand our team. See our website: www.talking-talent.com

Scope of the Role

We're looking for a dynamic, passionate, influential leader to help us grow Talking Talent's Inclusion with Purpose service line during an exciting time of change and growth. We need someone who will lead the practice area with gravitas and strategic vision serving as a thought leader both internally and externally. We want someone who can take their passion for the diversity & inclusion space and translate that into both a compelling strategy for Talking Talent and impactful leadership development programs for our clients.

This is a client and market-facing role. Experience with culture and organisational change will be a crucial success factor as will the ability to create and deliver inclusion programs. We are looking for someone who has experience developing custom diversity & inclusion curriculum and who is a dynamic facilitator with an ability to bring the content to life in to deliver actionable insights to our clients.

We need someone who is comfortable spending time enhancing the Talking Talent brand externally through thought leadership on social media, speaking at conferences, and being a vocal and visible subject matter expert in the diversity & inclusion space.

In addition, we are looking for someone who can leverage their network and personal brand to grow the Inclusion with Purpose practice area and who can participate in the business development process as an SME to help win new business.

The role combines a wide range of delivery skills including face-to-face and virtual facilitation/coaching, 1:1 coaching and bringing fresh design thinking and new and contemporary approaches to the table – all with coaching and training to support your personal development.

Strategic Lead

- As the Strategic Lead for Inclusion with Purpose, you will be responsible for the creation and execution of a compelling strategy to grow this service line.
- You will act as a thought partner to our clients, consulting to articulate the business case and help them create inclusion strategies linked to their business strategy.
- You will create a compelling story around the inclusion service line to increase presence and amplify thought leadership on social media or other PR efforts identified in collaboration with sales and marketing.
- Working closely with the Business Development Director, you will support pitches and business development meetings.
- Recruit inclusion associate coaches and train them on content and delivery to support this line of business.

Coaching & Content Preparation

- You will support our Global Head of Content in developing and designing content for new programmes and presentations, mainly for BAME or Inclusion coaching.
- You will deliver virtual and face-to-face group coaching sessions (varying from groups of 6-14 participants). Coaching content will be across our practice portfolios including Women's Leadership, Working Parents and Inclusion with Purpose.
- One-to-one coaching delivered as a standalone intervention or as part of a broader programme, including group delivery.
- Staying in touch with technological innovation, emerging trends and looking ahead to new ways of delivering our content (digital, virtual, in-person).
- Produce video content for our online coaching portal: *TTOonline*.

Person Specification

- A deep and genuine commitment to the diversity, inclusion, equity and the belonging agenda.
- A thought leader expert – someone who contributes perspectives, insights and knowledge to our clients and is committed to delivering exceptional programmes.
- A commercially minded & client-centric strategist, developing the sales pipeline in partnership with a business development function.
- A breadth of knowledge and understanding in developing and creating inclusive cultures and systemic change within organisations.
- Dynamic & innovative coach, comfortable with 'front of room/zoom' leadership, delivering high-quality programmes in a variety of client environments.
- Delivered a volume of 121 coaching and leadership programmes, ideally ICF accredited coach (minimum PCC).
- A good command of core Microsoft Office programmes, including Outlook, PowerPoint, Word, Excel.