

ROLE DESCRIPTION

Job Role:	HR Business Partner – Global Talent & Learning	
	Work Location:	Department:
	London	Human Resources
Purpose of Role:	<ul style="list-style-type: none"> As part of the Talent & Learning team, the HRBP will provide people development support utilising a range of talent management and learning skills and tools. The HRBP T&L is responsible for the development and application of appropriate T&L activities, systems and processes to support people to work to their potential and provide the business with a strong pipeline of talent to progress up through the organisation into critical roles. 	
MAE*/MATTE* and HSE* Critical Responsibilities:	<ul style="list-style-type: none"> Ensure that all activities are carried out in a safe manner complying with all regulatory requirements, legislation and Harbour Energy HSEQ procedures 	
Areas of Accountability, Responsibility and Competence Level:	<ul style="list-style-type: none"> Contribute to collective delivery of cross-functional HR projects ensuring global business representation Take ownership of selected Talent and Learning projects, developing, implementing and monitoring plans to keep approved activities on track Assist in the research of appropriate solutions to Talent & Learning challenges, developing practical, user-friendly processes, tools and documentation, working in partnership with other HR Business Partners and HR and BU managers to ensure these are fit for purpose and supported, adopted and embedded across the business. Assist in communicating approved T&L strategies, plans and activities to employees Assist in the development, delivery and continuous improvement of learning content, development programmes and talent schemes Provide support in embedding the Harbour values and behaviours in HR processes across the Group Source or enhance systems, as required, to support global talent management, performance management, competence assurance and learning activities Collate, monitor and manage global T&L data against agreed metrics and develop relevant, usable management reports Prepare T&L data for HR audits, ensuring proper process is followed and accuracy maintained Line management of T&L Coordinators and/or T&L Advisors as required for effective delivery of the T&L strategic plan Any other duties consistent with your status 	
Critical Skills* Qualifications Experience, etc.: (* Indicate either preferred or essential.)	<ul style="list-style-type: none"> HR professional with relevant training accreditations and/or CIPD accreditation to level 5 Demonstrable knowledge and experience from working at an operational level in Talent Management or Learning & Development Demonstrable experience of implementing continuous improvement activities and supporting organisational change High level training, facilitation and presentation skills Must be able to demonstrate continuing personal and professional development Excellent communication and interpersonal skills Cross-cultural agility to interact with diverse nationalities and cultures Consultative and collaborative working style A reputation for delivering excellent customer service 	

	<ul style="list-style-type: none"> • Good organisational skills, SMART working methods and can demonstrate personal effectiveness in previous roles • Personal alignment with Harbour Energy Values & Business Principles • A coaching or mentoring accreditation is desirable
Reports to:	<ul style="list-style-type: none"> • Reporting to: Global Head of Talent & Learning
<p>* Abbreviations:</p> <p>HSE Health, Safety and Environment</p> <p>MAE Major Accident Event</p> <p>MATTE Major Accident to the Environment</p>	