

## **CAREER DEVELOPMENT PROJECT**

## **Annex 4**

### **Illustration of how proposed new measures might work in practice**

- 1) Band 6 has been in post in RPD for 4 years and is considering a level move. Discusses individual strengths and weaknesses at October review with line manager and between them identify what the job holder is good at, what skills need to be strengthened, and what type of work they enjoy. Refer to the HSE core framework and various D/D pen pictures to guide on what development needs might be over the next year. Agree that a move to an operating D/D would be beneficial and this is fed into the RPD Career Development Review Group where the individual is discussed and agreement reached on an inter Directorate move. The case is then put to the Corporate CDRG and the individual matched with a vacancy in FOD from April the following year. The line manager is able to fill the vacancy arising through the RPD CDRG meeting, through the corporate CDRG or by placing the advert on the intranet.
- 2) Band 3 Specialist Inspector worked in OSD for 3 years and at review with line manager it is agreed that broader experience, particularly management skills, would be beneficial. Job holder accesses intranet site where actual and likely future vacancies and attachments are listed then discusses those which could meet their development needs with their line manager. Job holder then reflects on the options and decides to apply for one of the advertised vacancies which he/she does by e mail. As part of their deliberations, the vacancy holder speaks to the line manager to confirm how the development needs of the interested candidate fits with the advertised post. The job holder is successful and it is agreed they will begin a 2 year attachment.
- 3) The strategic workforce plan highlights the need for an increase in the number of inspectors in a particular sector in 1 to 2 years time. This is fed into the D/D Career Development Review Groups who are able to coordinate an exercise to identify inspectors interested in a level move to this area.
- 4) D/D identifies vacancy that needs to be filled quickly. Using direct on-line access to the new Personnel News website brief details about the job are posted the same day. Expressions of interest on level move are invited by email or verbally. Because of the urgent need staff are given 1 week to respond. 3 people express interest and brief selection interviews are held within a couple of days of the close date.