

Job Description

Job Title	Anti-Racism Lead
Directorate	Strategy and Change
Service Area	Strategy, Performance and Partnership
Grade	10
Competency Level	2
Salary	£56,673 – £62,580
Job Type	Hybrid
Location	Cunard Building
Disclosure and barring service (DBS)	Not applicable
Job Evaluation Ref No	A9296

Job Purpose

Liverpool City Council is committed to becoming an actively anti-racist organisation and has published an [anti-racism strategy and action plan](#), aligned to its equality objectives. The Council is also working with its partners on anti-racism strategies for Liverpool and Liverpool City Region as we recognise that racism is a significant challenge that continues to have profound impacts on our city and in our communities.



A significant part of the Council's work on anti-racism relates to workforce issues, including management, development, engagement, progression and recruitment. Alongside this, there is a focus on other areas, such as community engagement, service delivery and commissioning of services.

This role is to be the strategic lead for the Council's approach to anti-racism, collaborating with teams across the Council and with our partners and communities, and managing the implementation of the Council's action plan and strategic commitments to ensure their successful delivery.

The Council's anti-racism action plan sets out the activities that the Council will take with KPIs, objectives and timescales. It includes the update and review of policies and strategies and identifies priority areas for improvement. It is important that this work is led in an inclusive way, engaging regularly with key stakeholders and partners, community and representative groups, service users, elected members and employees, and that it continues to build on lived experience and ensure all voices are heard and considered.

Directly Responsible For:

Not applicable

Directly Responsible To:

Head of Corporate Equality and Improvement

Main Areas of Responsibility:

This role will manage and lead Council's work on anti-racism, including implementing the Council's action plan and its commitments in the emerging city-wide and city region anti-racism strategies.

Specific tasks will include:

- Lead an inclusive process for managing, implementing and reporting progress against the Council's anti-racism strategy and action plan and wider anti-racism commitments to ensure that all parts of the Council are engaged and accountable
- Support the Council's senior leadership in delivering the Council's anti-racism ambitions and provide expert advice and guidance to help them lead and inspire positive change
- Develop and maintain strong, trusted relationships with community and representative groups, including facilitating and supporting the anti-racism community oversight group
- Work collaboratively both internally and externally, including with elected members, council officers at all levels, staff networks, members of the Liverpool Strategic Partnership, Liverpool City Region Combined Authority and Race Equality Hub, and local MPs, to ensure the successful delivery and communication of the Council's anti-racism ambitions
- Review council policies and strategies through an anti-racism lens and provide advice on areas of improvement to better reflect the Council's anti-racism commitments
- Deliver and support specific components of the Council's anti-racism action plan, working with directorates and service areas and leading on individual actions as required
- Design and implement a robust reporting and monitoring framework, including integration with the Council's business planning process
- Provide advice and support with equality impact assessments, staff networks, training and development, cultural events, collective engagement and other areas in relation to race equity, anti-racism and equality and inclusion as required
- Develop and maintain a communications plan in relation to this work, working closely with the communications team and other key officers at the Council

- Seek out opportunities to support intersectionality and enhance the position of other protected characteristic groups
- Identify and escalate risks, including recommending where additional investment, resource or expertise may be required
- Contract manage additional capacity required to deliver the Council's aspirations, supported by the Head of Corporate Equality and Improvement, including onboarding and engagement, establishing governance structures and managing the stages of any such contract

Supervision and Management Responsibility:

- No supervisory or line manager responsibilities

Budget and Financial Responsibility:

- Being fully accountable for managing the Council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact

Social Value Responsibility:

- Drive for social value through all activities, ensuring wider social, economic, and environmental benefits for the Council, residents and communities

Physical Demands of the Job:

- This position involves sitting at a desk and using a computer screen for prolonged periods of time

Corporate Responsibility:

- Contribute to the delivery of the Council Plan
- Delivering and promoting excellent customer service, externally and internally
- Commitment to customer excellence by dealing with customer feedback, including complaints, and learning from feedback in the drive for continuous improvement
- Making the Council a great place to work, living the Council's values, actively engaging in regular communications including team meetings, undertaking training as required and being responsible for managing own performance
- Develop the Council's commitment to equal opportunities and to promote non-discriminatory practices in all aspects of work undertaken
- To ensure that all work functions are undertaken in accordance with health and safety legislation, codes of practice and the City Council's safety plan

Competency Framework:

We operate a competency framework, a set of core behaviours which define how we are expected to approach our work, how we perform in certain situations and how we treat each other. Each competency details the standards of behaviours and skills required by all staff and this in turn supports delivery of our aim and our council plans linking them together with our values.

The post holder will be required to demonstrate the ability to perform at the following competency level: **Level 2**.

[The competency framework can be found here.](#)

This job description is not intended to be either prescriptive or exhaustive. It is issued as a framework to outline the main areas of responsibility. You will be expected to carry out any other duties that may reasonably be required in line with your main duties and changing priorities of the organisation.



Person Specification

Assessment methods used: I = Interview, P = Presentation, A = Application, E = Exercise, T = Test, AC = Assessment Centre

Qualification and training

Essential

- Educated to degree level or equivalent (A)
- Evidence of continual professional development in in equalities, diversity, and inclusion matter (A)

Desirable

- Professional programme management qualification or equivalent

Experience

Essential

- Proven track record of leading and developing race equality initiatives within organisations, with tangible results that have significantly improved equality, diversity and inclusion (EDI) (I, A)
- Experienced in EDI-related legislation and practices, including intersectional approaches, demonstrating a deep understanding and successful application of these principles (I, A)
- Extensive experience in community and stakeholder engagement and management in an EDI context and a proven ability to build trust and work effectively across different disciplines to facilitate successful programme delivery and drive positive outcomes (I, A)



- Track record of delivering complex, high risk and high value programmes, including experience in delivering EDI action plans, setting objectives and managing the use of time and resources to deliver within tight deadlines and budgets (I, A)

Desirable

- Experience in managing relationships in a political environment
- Knowledge of the current operational landscape and its potential impact on achieving equality outcomes

Skills/Abilities

Essential

- Strong interpersonal skills with extensive experience in establishing and maintaining partnership working and professional relationships with senior leaders, officers at all levels, community and voluntary organisations, elected members, partner organisations and other stakeholders (I, A)
- Excellent communication skills demonstrated in a complex political environment, including presenting progress reports and clearly summarising or synthesising complex or lengthy documentation and working closely with senior managers to prepare reports and briefings for committees, boards and other critical strategic groups (I, A)
- Strategic project management, planning and analytical skills, including using data and information intelligently and reacting quickly and decisively to changing work priorities or deadlines (I, A)

- Comprehensive IT literacy and skills, encompassing all standard desktop products such as email, word processing, spreadsheets, databases, virtual meetings/file management and presentational software, have been instrumental in my professional success (A, I)

Desirable

- Approachable, resilient and politically aware
- Sound judgment, ability to plan, advise, challenge and problem-solving

Commitment

Essential

- A strong commitment to anti-racism, anti-discrimination, equity and inclusion (I, A)
- Commitment to continuous personal development and organisational improvement (I, A)
- Highest personal integrity and loyalty with a drive to deliver the Council's vision and values corporately (I, A)
- An understanding of and a personal commitment to the vision and values of Liverpool City Council (I, A)