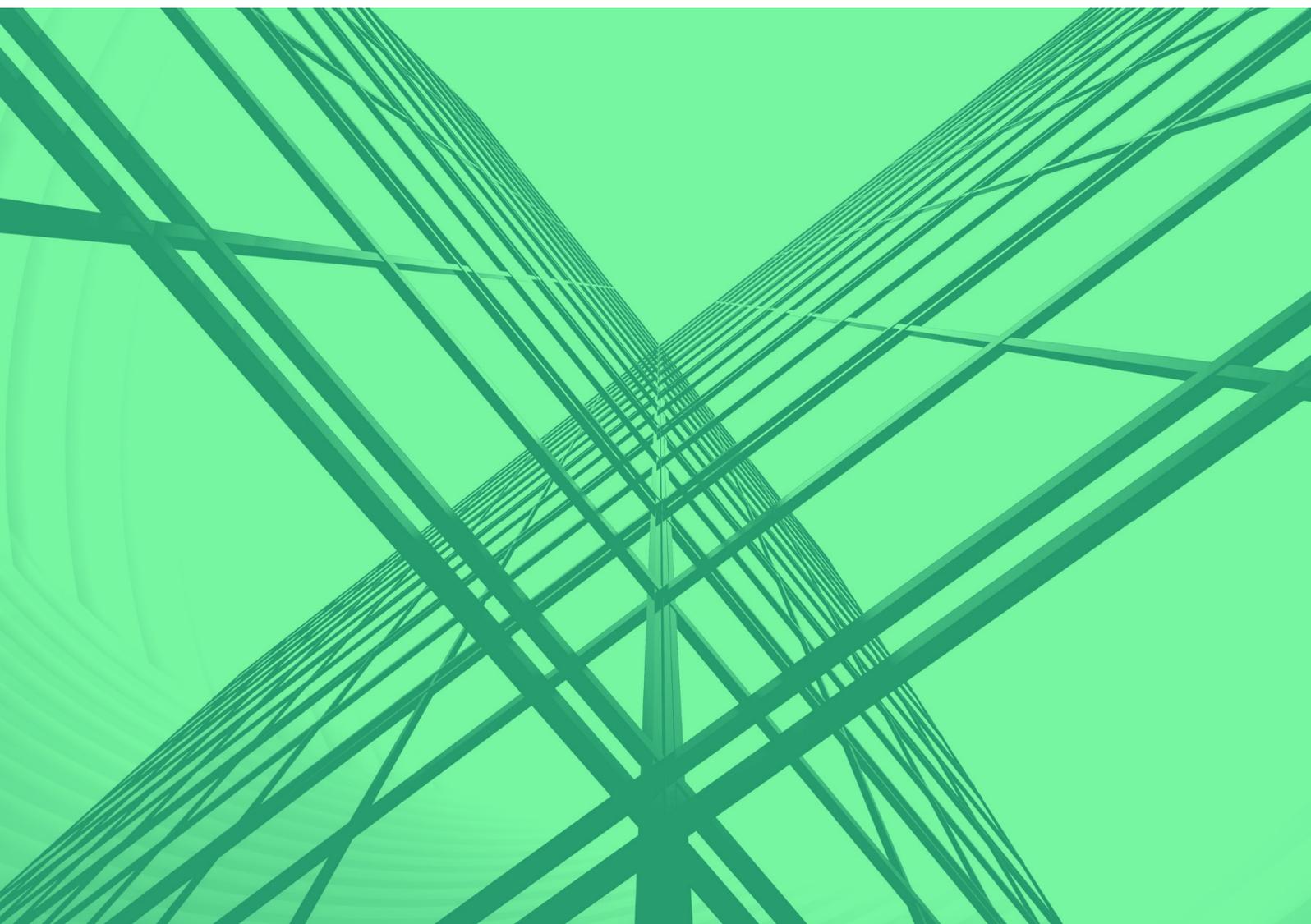


Technical Director

CANDIDATE PACK

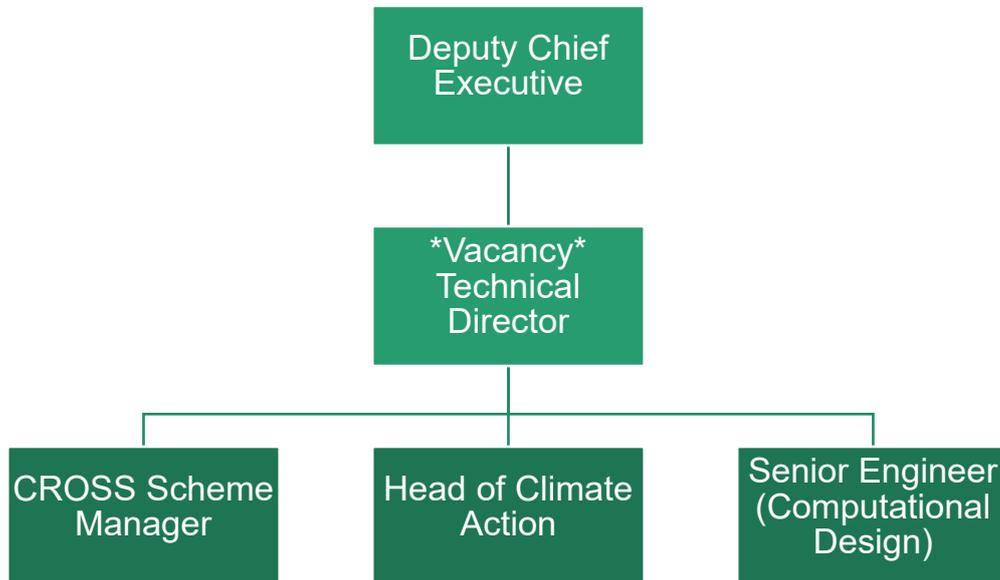
Full Time

35 hours per week



The Technical Team

Our Technical team are a team of four that report into the Deputy Chief Executive.



The Institution of Structural Engineers is looking for a Technical Director at an exciting time for the Institution and the profession. The post holder will be the senior most technical resource within the Institution’s staff team and will lead, working alongside the Institution’s committees and panels, our technical and engineering policy.

We are looking for an individual with the breadth and depth of technical competence, knowledge of regulatory requirements pertaining to the built environment, alongside an ability to communicate, persuade and influence key stakeholders in bringing about the necessary policy change to address some of society’s biggest challenges.

Why work for the Institution?

Working for the Institution of Structural Engineers is an opportunity to learn, develop and make a difference.

Join our team of approximately 65 employees and help support our vision to lead, support and nurture the development of structural engineering worldwide.

Our head office is only a short walk from Barbican, Old Street and Farringdon. It's bright, modern and open-plan, supporting a collaborative environment.

We pride ourselves on the flexibility we can provide to our staff and offer a wide variety of benefits to enhance your work life balance and wellbeing as detailed later in this pack.

To thrive with us, bring:

- An open-minded and flexible approach. Enhance our diverse and inclusive team.
- A creative attitude to work. Help us strengthen and improve in a workplace where you are encouraged to innovate and share new ideas.
- Enthusiasm and commitment. Provide our members with the best service possible to maintain our worldwide respected status.
- A friendly and communicative approach. Fit in to our small organisation where staff know each other well and strive to work collaboratively.
- The ambition to take on new challenges. We always look to the future to embrace change, so we continue to evolve.

For more information, please read on :

Full job description and person specification pages 4-7

Salary and package details page 8

How to apply page 9

More about us :

Our organisation, governance and values page 10

Organisational Structure page 11

Job description and person specification

1. Job details

Job title:	Technical Director
Reports to:	Deputy Chief Executive
Responsible for:	Staff “Lead Engineers” (currently 3 in post): climate action; computational design and structural safety.
Date:	November 2021
Location:	The Institution’s HQ, London or elsewhere as reasonably required

2. Job purpose

The post holder will be the senior most technical resource within the Institution’s staff team and will lead the technical and engineering policy development of the Institution working closely with the Institution’s Members.

To have senior level oversight into all IStructE’s technical activity. To ensure that the Institution is positioned externally as a leader with identified expertise from within its membership in all appropriate fields of the profession and personally. To be the lead IStructE representative on relevant UK external bodies that represent Structural and Civil Engineering.

The active role will focus predominantly on UK affairs; however, the Technical Director will be expected to keep updated on international technical developments and support the ideals of knowledge transfer and sharing across the Institution’s global membership.

To oversee the management of the CROSS-Reporting Scheme.

3. Role and responsibilities

1. Actively engage with all stakeholders both internally and externally
2. Review, analyse, consult, and develop the response to technical and regulatory developments
3. Lead the technical and engineering policy development of the Institution working closely with IStructE membership groups, panels, and committees.
4. Oversight of all IStructE technical activity through participation as a member of ELG (Engineering Leadership Group)

5. Representing IStructE on technical engineering policy matters via media and communication channels and through external political influence
6. Build and maintain strong relationships with relevant industry groups and firms to share knowledge and support professional development within the industry.
7. To play an active role in the Senior Management of the Institution

4. General responsibilities

1. Network and build positive working relationships, attending relevant conferences and events as required.
2. Advise and support the President, CEO and DCEO on technical policy matters where they are representing IStructE externally
3. Lead and develop the lead engineers to deliver the Institution's strategy
4. Keep up to date with all UK and International technical developments considering how they may impact on internal policy development
5. Develop and grow personal knowledge and expertise and share across the Institution's staff and members, collaborating on projects where appropriate
6. Make suggestions for improving processes and systems which support the efficiency and stability of the Institution.
7. Comply with all Institution policy and procedures.
8. Any other reasonable ad hoc duties as requested.

5. Communications and working relationships

1. All members of the Institution, as well as potential members and members of the public.
2. Panel, committee, and task group members
3. All employees of the Institution.
4. External bodies including professional institutions; industry organisations; Government, regulatory and standard setting authorities.

6. Knowledge, skills and experience required

Criteria	Essential/Desirable
Qualifications and knowledge	
Member (Chartered) Grade (MIStructE) or equivalent	E
FIMStructE grade or capable of attaining	D
In-depth knowledge and understanding of the structural and civil engineering industry including a knowledge of SCOSS and CROSS	E
Knowledge of health and safety regulations and requirements relating to the built environment.	E
Understanding of regulatory requirements such as the Construction (Design and Management) Regulations (CDM 2015) and the new Building Safety Bill.	E
Understanding of the UK regulatory framework, Central Government, Government agencies and sector organisations	E
Demonstrable understanding of the relationships between the Institution and relevant external bodies.	E
Knowledge and understanding of IStructE's climate action agenda and environmental and sustainability issues related to structures	D
Skills	
Excellent project management skills with the ability to deliver a programme of activity and work under pressure to meet tight deadlines.	E
Excellent written and oral communication skills with the ability to present and explain technical detailed information clearly and succinctly to a range of audiences.	E
Excellent organisational skills, able to work independently with minimal supervision and with a systemised/methodical approach to managing multi-stream and complex workload.	E
Excellent interpersonal skills, with a professional approach to work, colleagues, and external contacts.	E
Attention to detail, accuracy, and ability to check detailed information, able to critique own work and the work of others.	E
Persuasive and influential; able to build and develop professional networks to promote the Institution's activities and influence policy change	E
Flexible and resourceful and able to work in a small team, collaborative to work with other departments and with volunteers who make up the committee, panels, and task groups.	E
Appetite to learn, build on knowledge and current experience to influence the structural engineering industry.	E
IT skills:	
Word/Outlook/Excel and PowerPoint to Intermediate/Advanced standard and project management systems.	E

Criteria	Essential/Desirable
Proficient computer skills	E
Knowledge of CMS.	D
Experience	
Practical structural engineering across a broad range of projects and the construction industry. Experience of design, construction and working with a broad range of structural forms and materials is fundamental.	E
Managing, leading and developing direct reports and a team.	E
Writing effective complex technical reports and technical guidance documents.	E
Preparing and delivering presentations to technical and non-technical audiences.	E
Communicating directly with the media and working with a communication team to engage with external audiences.	D
Experience of influencing policy and change at a Governmental and Sectoral level.	D

The job holder will be required to travel in the UK to deliver presentations and attend meetings which will necessitate occasional overnight stays. Occasional travel outside the UK may be required.

This job description does not form part of the contract of employment and may be subject to change.

Salary and package details

Salary: £75,000 - £85,000 per annum subject to experience

Contract: Full time – 35 hours a week within a flexi-time system

Benefits: The Institution offers a range of non-contractual discretionary benefits including:

Benefits on commencement:

- Life Assurance (death in service benefit)
- Eye care and glasses- eye tests paid for and contribution towards any glasses specific for DSE use
- Access to some parts of the employee assistance programme (UNUM Lifeworks)
- Pension- can join the pension scheme from any date after commencement in Tier one (employer 5%, employee 3% minimum contributions)

Benefits from three months:

- Pension- automatic enrolment in Tier one: employer 5%, employee 3% minimum contributions
- Pension- you can request to join Tier two: employer 8%, employee 5% minimum contributions
- Full pay sickness absence up to 65 days in a 12-month rolling period
- Income protection insurance: you may be eligible for this support if you are absent due to sickness for a continuous period of 13 weeks or more, subject to acceptance of the claim
- Full access to our employee assistance programme which includes a discounts and savings platform (Lifeworks)
- Full access to additional health services (e.g. counselling, physio, virtual GP) via an app-based service (Help@hand)

On successful completion of a 6-month probation period, you will be eligible to the following optional benefits:

- Private medical insurance (PMI) currently provided by BUPA (voluntary and subject to tax and NI)
- Health cash plan, currently provided by BUPA (voluntary and subject to tax and NI)
- Reimbursement of an agreed and appropriate Membership subscription
- Season ticket loan (non-taxable)
- Paid parental leave at rates of pay higher than statute, subject to service requirements as per the current policies

How to apply; the recruitment process

Please submit an up-to-date CV and cover letter demonstrating how you meet the knowledge, skills and experience required for the role as described in the job description. The cover letter should be no more than 500 words.

To apply please see our [website](#).

On receipt, your application will be sifted by the recruitment panel and assessed against the criteria for the role. All successfully shortlisted candidates will be contacted by telephone and invited for interview. We reserve the right to close or extend this position depending on application numbers. Therefore, we would urge candidates to apply as soon as possible.

If you have not heard from the Institution within two weeks of your application, it is with regret that you have been unsuccessful on this occasion. Due to the volume of applications we receive we cannot write to all applicants.

Applicants must possess a current right to work in the UK.

The Institution does not hold a visa sponsor licence, therefore, applicants who do not have the right to work in the UK and/or require visa sponsorship in order to continue working in the UK cannot be considered.

The selection process will consist of a first stage virtual interview with the manager for this post (Deputy Chief Executive), one of our lead Institution members and the Head of HR. The interview will comprise of competency questions designed to test your skills and experience required for this role. It also gives you the opportunity to ask any questions you may have about the role, the team or the Institution. The second stage of the selection process will be a face-to-face interview with the Deputy Chief Executive and the CEO that will also comprise of a practical assessment in the form of a presentation.

We want to support you. If you require any reasonable adjustments during our recruitment process, this could be for the application, assessment and/ or interview, please let us know as soon as possible so that adequate provisions can be made for you.

The Institution of Structural Engineers

With over 32,000 members working in 105 countries, we are the world's largest membership organisation dedicated to the art and science of structural engineering.

The Institution is an internationally recognised source of expertise and information concerning all issues that involve structural engineering and public safety within the built environment.

The core work of the Institution is to support and protect the profession by upholding professional standards and acting as an international voice on behalf of structural engineers.

Governance

The Institution of Structural Engineers is governed under its Royal Charter, bye-laws and the applicable regulations.

The Institution Council consists of the President, Vice-Presidents, past Presidents, representatives of regional groups and members who are elected for a period of three years. The Institution is supported by an executive of 65 staff. The Board is the governing body of the Institution. Its members are the Institution's Trustees.

Our values

We strive towards a structural engineering profession that is built on competence, accessibility, and community.

Competence

Championing competence is at the core of everything we do.

We offer a wide range of opportunities for our members to develop, refresh and extend personal competencies. We also help members specialise by offering tailored courses, resources and specialist qualifications.

Accessibility and diversity

We are committed to making the structural engineering profession more accessible. We are constantly reviewing our routes to membership to provide flexibility in the process, offering more choice for all our candidates.

We value diversity and the perspectives people from different backgrounds bring to the engineering profession. We work with other professional bodies and our members to identify and remove barriers to anyone becoming a structural engineer.

Community

We work to create an international community of structural engineering excellence, facilitated by our digital platforms, Regional Group activity and networks of special interest.

For more detailed information about the Institution please visit our [website](#).

Organisational Structure

