

Janus Henderson Job Description

Corporate Title: Head of Learning and Talent Development

Department: Human Resources

Reporting Line: Global Head of Talent Management

Location: London

Regulated Role: No

In-scope of Knowledge & Competence (MiFID II): No

The Company

Janus Henderson Investors is a leading independent global asset manager, dedicated to delivering the best outcomes for clients through a highly diversified range of actively-managed products.

We support our individual and institutional investors across a range of products, encompassing equities, fixed income, multi-asset and alternatives.

We are a team of independent and creative thinkers who work tirelessly to help our clients achieve their goals – and we do it by supporting a high-energy and collaborative culture that ensures our people love the place they work.

Janus Henderson is a truly global manager with US\$328.5bn¹ of assets under management. We have a diverse geographic footprint, employing over 2,000 staff in 27 office locations globally. Headquartered in London, we are dual-listed on the New York Stock Exchange and the Australian Securities Exchange.

¹ *Janus Henderson pro-forma AUM as at 31 December 2018*

The Department

The Human Resources department at Janus Henderson Investors is high profile and prides itself on the relationships and influence it has developed across all levels of the firm. The team is set up to provide proactive advice, thus supporting a range of specialist functions in both their day to day and more strategic business needs. The department is formed of smaller specialist teams that work together to provide the best level of expertise in all areas, including Generalist, Recruitment, Learning and Development, Reward and Pensions.

Overview of the Role

You will be responsible for company-wide learning and talent development needs and lead a team that provides learning and talent solutions that drive business results, improve culture and support employee engagement. This includes organisational development, talent management and design and delivery of all learning and talent programmes.

Duties and Responsibilities

- Collaborates with business areas to identify, analyse and assess development needs; translates needs into effective learning solutions for individuals, teams, departments and/or the organisation
- Works with senior leaders to deliver strategic learning and development activities that are intended to improve the Janus Henderson mission and strategy
- Identifies future strategy and direction of the learning and talent development function, participates in strategic planning for the HR department
- Actively promotes a learning culture across Janus Henderson by developing and monitoring learning activities
- Accountable for the delivery of development programmes globally (including entry level talent development); setting priorities, budgets and annual calendar. Develops and manages learning programme project plans that prioritise critical business needs and include resource allocation and overall delivery timeline. Builds metrics to evaluate programme effectiveness
- Researches and selects appropriate methods, materials, technologies, content, and delivery channels for development programmes, either directly or through professional development staff. Deploys a variety of assessment tools that support learning solutions (e.g. DiSC, 360 feedback, Strengths Finder, etc.)
- Delivers a talent management strategy that provides senior leaders a clear view of the talent needed to ensure Janus Henderson delivers its strategic objectives
- Leads professional development staff to ensure training programme materials are developed and delivered consistently and meet expectations
- Develops and maintains relationships with learning vendors and oversees all externally developed and administered materials and programmes. Responsible for vendor selection, performance evaluation and management of contracts and deliverables
- Delivers training programmes, facilitates team development sessions and provides one-on-one coaching
- Carries out additional duties as assigned

Supervisory Responsibilities

- Plans, allocates, and monitors the work of all direct reports (6 people). Makes decisions regarding employment, conducts performance appraisals, drives development and determines salary adjustments, in addition to other related personnel actions.

Technical Skills and Qualifications

It is desirable that the Head of Learning and Talent Development hold a degree or equivalent in a related discipline or accreditation with a relevant national body and can demonstrate strong relevant experience.

- Organisational design and development

- Talent management and succession planning
- Organisational change management
- Presentation skills
- Learning and development
- Instructional design methods and application of adult learning theory

Competencies Required

- Leadership and team-building
- Project management / ability to prioritise and manage multiple projects at a time
- Change management
- Influencing skills
- Relationship building with diverse business areas and project sponsors
- Interpersonal and communication skills for collaborating with employees at all levels of the organisation
- Ability to work independently, yet collaboratively, with openness and receptivity to feedback, coaching, and mentoring. Similar ability to provide these forms of feedback and direction
- Ability to remain flexible to work in a dynamic, changing environment

Ongoing competence in the role to be assessed by:

- Annual Performance Appraisal
- Completion of all assigned Compliance training
- Annual Attestation (Knowledge and Competence in-scope roles only)

Compliance Requirements

At a minimum the role will require you to:

- Place the interest of Janus Henderson's Clients first and always act in accordance with TCF (Treating Customers Fairly) principles
- Understand and follow laws and regulations applicable for your role, seeking the help of your supervising manager or Compliance if you would like further explanation or direction regarding this
- Understand and abide by all Janus Henderson policies applicable to your role, and ask for the support/guidance of the policy owner if you are unsure at any time
- You are ultimately accountable for your actions and responsible for seeking further information on any or all of the above as necessary.

We are an equal opportunity / Affirmative Action employer. All applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.