

## Job Title: Talent Management Section Leader IO0159

Requisition ID **7122** - Posted - (France, 13067 St Paul Lez Durance Cedex) - **Business Operations - New Posting**

The ITER Organization brings together people from all over the world to be part of a thrilling human adventure in southern France—building the ITER Tokamak. We require the best people in every domain.

We offer challenging full-time assignments in a wide range of areas and encourage applications from candidates with all levels of experience, from recent graduates to experienced professionals. Applications from under-represented ITER Members and from female candidates are strongly encouraged as the ITER Organization supports diversity and gender equality in the workplace.

ITER Organization (IO) is an Equal Opportunity/Inclusive organization committed to diversity in the workplace, with diversity and Inclusiveness being one of the ITER Values.

As IO attracts and retains people coming from a vast array of different backgrounds and cultures, bias and exclusion cannot be tolerated. IO believes it is our diverse perspectives and backgrounds that gives unique strength and value to the ITER mission, regardless of race, member nation, gender, religion, status, sexual orientation, or disability - all are welcome and respected at ITER.

Our working environment is truly multi-cultural, with 29 different nationalities represented among staff. The ITER Organization Code of Conduct gives guidance in matters of professional ethics to all staff and serves as a reference for the public with regards to the standards of conduct that third parties are entitled to expect when dealing with the ITER Organization.

The south of France is blessed with a very privileged living environment and a mild and sunny climate. The ITER Project is based in Saint Paul-lez-Durance, located between the southern Alps and the Mediterranean Sea—an area offering every conceivable sporting, leisure, and cultural opportunity.

To see why ITER is a great place to work, please look at this [video](#)

**Application Deadline:** 10/09/2023

**Department:** Administration

**Division:** Human Resources

**Section:** Talent Management Section

**Job Family:** Line Management and Group Leaders

**Job Role:** Section Leader

**Job Grade:** P5

**Language Requirements:** Fluent in English (written & spoken)

**Contract Duration:** Up to 5 years

### **Purpose**

As Talent Management (TM) Section Leader, you will be responsible for developing, managing and improving continuously the ITER Organization (IO) strategy and policies related to Staffing (short-term to long-term) and Recruitment (of staff and interns), Organizational Development and Talent Management, in line with ITER Project needs.

Through effective support provided to IO managers and staff, you will ensure efficient and consistent implementation of the IO Talent Mapping, as well as TM processes including recruitment, training, performance management, rewards and recognition, contract renewals, mobility, and support organization change activities, to serve at best the interest of the ITER project.

Within your scope of activity, you will contribute to the development and implementation of initiatives and actions to attract, develop, and retain highly motivated and qualified staff to leverage the diversity as an opportunity and valued asset, which is critical to the success of the ITER Project.

### **Main mission of the HRD**

*The HRD supports the ITER Project by leading the development of the overall strategy and policies for human resources, managing the staffing plan based on organizational needs, carrying out a wide range of staff services (recruitment, contract management, learning and training, performance management, compensation and benefits, pension and social insurance), and contributing to strengthening the Project and managerial culture. The HRD manages employee relations, valuing diversity and inclusion.*

### **Key Duties, Scope and Level of Accountability**

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- Manages staff members of the Section and effectively supervises the activities of the team;
- Facilitates the development, monitoring and implementation of the IO staffing plan within operation and budgetary constraints by:
  - Ensuring an efficient implementation of the mobility scheme and recruitment plan through the transfer or recruitment of the right person at the right place, ensuring good communication with IO managers and staff members, and overseeing integration follow up;
  - Ensuring an efficient implementation of the contract renewal process based on the analysis of the needs and competencies required at each stage of the ITER project and advising IO managers accordingly;
  - Advising and supporting IO managers in the development and implementation of their unit's staffing plan (including contract renewal, mobility, definition of the requested profile, competencies needed or to be developed, experience, etc.).
- Develops, updates and monitors the implementation of IO Performance Management processes (Probation period, annual performance review exercise, 360° feed-back), and the annual Rewards and Recognition scheme in view to enhance teams' efficiency and motivation of staff;
- Advises IO managers and staff on TM policies in line with the objectives and IO needs;
- Ensures the global consistency of job descriptions' contents and grade levels offered to the selected candidates or IO staff promoted in the context of the contract renewal process in respect with the ITER Talent Mapping;
- Leads and contributes to the identification of critical competencies management, back-up plan development, and knowledge management as necessary;
- Contributes to preserve and develop professional skills within ITER Organization, identifying development needs and designing an annual training plan consistent with its strategic orientations and defined budget;
- Proposes and oversees the implementation of innovative and best-adapted training programs, as well as performance management and recruitment tools while guaranteeing optimization of ITER Organization budget;
- Promotes the development, digitalization and implementation of integrated HR processes, in close collaboration with the Human Resources Services Section and the Information Technology team;
- Supervises the Internships' and PhD's student program in close collaboration with Technical Departments;
- Works in close collaboration with main contact persons of the Domestic Agencies on TM scope of activity including "One Team" spirit, employer branding and diversity;
- Issues reports and statistics related to the above described scope of activity;
- Acts as/deputizes for the Human Resources Division Head when requested;
- May be requested to perform other duties in support of the Project;
- May be required to work outside ITER Organization reference working hours, including nights, weekends and public holidays.

### **Measures of Effectiveness**

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- Manages efficiently the Section and contributes to the development of team members;
- Successfully communicates and contributes to the development and implementation of the staffing plan mobility scheme through effective competencies management, and within the defined schedule;
- Implements efficiently the annual training plan within the defined cost and schedule;
- Develops and optimizes the recruitment and staffing processes;
- Manages smoothly internal mobility;
- Manages effectively the Talent Management processes (including Probation, Performance, and Contract Renewal) and Rewards & Recognition exercise, ensuring deadlines, budget, policy and processes are met;

- Contributes effectively to Human Resources Information System tools development by identifying needs and providing feedback to ensure their reliable functioning;
- Controls the issuance of reliable, accurate and ad-hoc regular reports & statistics within the defined deadlines;
- Develops effective communication with internal and external stakeholders in view to maintain and continuously improve high IO Employment Value Proposition.

## Experience & Profile

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- **Professional Experience:**
  - At least 10 years of experience in managing Human Resources topics (such as recruitment, employment, performance management, training, etc.) within an international environment.
- **Education:**
  - Master's degree or equivalent in the field of Human Resources or other relevant discipline;
  - The required education degree may be substituted by extensive professional experience involving similar work responsibilities and/or additional training certificates in relevant domains.
- **Language requirements:**
  - Fluent in English (written and spoken).
- **Technical Competencies & Demonstrated Experience in:**
  - Project management related to Human Resources, from specifications to its implementation within a defined budget, writing and/or reviewing complex structured documents (procurement strategy papers / finance position papers, ...);
  - Defining strategic directions to design and implement content of organizational elements to increase the overall efficiency of the organization for human capital, staffing, performance, learning, etc.;
  - Developing and ensuring communication in respect and compliance with applicable rules and legal requirements;
  - Developing the employer branding to address organizational needs in term of business, diversity and inclusion;
  - Technical and engineering jobs within scientific or technical environment (experience in nuclear or highly regulated environment is a plus);
  - Supervising and providing leadership to a team;
  - Motivating and developing the team members' skills and experience;
  - HRIS tools and IT skills consistent with managing Human Resources activities in a complex project;
  - Knowledge of the ITER Project structure and associated processes is necessary.
- **Behavioral Competencies:**
  - Collaborate: Ability to facilitate dialogue with a wide variety of stakeholders, coordinating with other internal parties in order to ensure final agreement;
  - Communicate Effectively: Ability to adjust communication content and style to deliver messages to work effectively in a multi-cultural environment;
  - Drive results: Ability to persist in the face of challenges to meet deadlines with high standards;
  - Manage Complexity: Ability to analyze multiple and diverse sources of information to define problems accurately before moving to proposals;
  - Instill trust: Ability to apply high standards of team mindset, trust, excellence, loyalty and integrity.

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### ***The following important information shall apply to all jobs at ITER Organization:***

- Maintains a strong commitment to the implementation and perpetuation of the ITER Safety Program, ITER Values (Trust; Loyalty; Integrity; Excellence; Team mind set; Diversity and Inclusiveness) and Code of Conduct;
- ITER Core Technical Competencies (Knowledge of these competencies may be acquired through on-board training at basic understanding level for all ITER staff members) :  
1) Nuclear Safety, Environment, Radioprotection and Pressured Equipment

## 2) Occupational Health, Safety & Security

### 3) Quality Assurance Processes

- Implements the technical control of the Protection Important Activities, as well as their propagation to the entire supply chain;
- May be requested to work on beryllium-containing components. In this case, you will be required to follow the established ITER Beryllium Management Program for working safely with beryllium. Training and support will be provided by the ITER Organization;
- May be requested to be part of any of the project/construction teams and to perform other duties in support of the project;
- Informs the IO Director-General or Department Head of any important and urgent issues that cannot be handled by line management and that may jeopardize the achievement of the Project's objectives.
- For staff expected to perform on-call, shift hours, or other work outside ITER Organization reference working hours, including nights, weekends, and public holidays, the possession of a driving license valid in France is required. No commuting vehicle will be provided by the ITER Organization.