

## Senior People Advisor

**Location** North East | **Salary** Competitive salary plus excellent benefits and hybrid working

### Overview

An excellent permanent opportunity has arisen for an experienced Senior People Advisor to join a well-established, values-driven organisation based in North Tyneside.

This role is central to cultivating a positive employee experience grounded in the organisation's values. You will act as a trusted partner to managers and employees, providing expert guidance across the full employee lifecycle and contributing to the ongoing development of a positive, inclusive workplace culture.

The position of Senior People Advisor will provide a broad generalist HR service in line with employment legislation and supporting across employee relations, policy work, HR analytics and employee experience initiatives.

### Job Description

Reporting to the HR Manager the main responsibilities are as follows:

- Build and maintain effective relationships with key stakeholders to ensure HR is able to support the organisation achieve its growth and culture objectives.
- Manage and monitor policies and procedures in accordance with legislation ensuring they are clear, practical and value-add.
- Coach and mentor line managers in all people management related activity.
- Proactive management of disciplinary and grievance situations to encourage early intervention.
- Ensure HR systems are fully utilised to maintain accurate data and produce meaningful workforce insights.
- Support the organisation in recruitment and learning and development activities.
- Be involved in managing a suite of HR projects, supporting the HR Manager in the delivery and communication element.
- Direct line management and mentorship of a HR Coordinator and actively supporting their professional development.

### Person Specification

Successful applicants will:

- Have good understanding and experience in supporting all aspects of generalist HR activities at the HR Advisor level.
- Be team players and demonstrate a proactive and "can-do" attitude.
- Be confident communicators who can develop rapport with employees across the organisation.
- Be values-led and looking to add considerable value to the organisation.

The role offers a competitive salary, hybrid working and other benefits which champion positive wellbeing.

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0191 488 4955 | [info@michellesimpsonhr.co.uk](mailto:info@michellesimpsonhr.co.uk)