



Job description

Job title	Senior Business Partner, People
Department	People Team, Tate Gallery
Contract	Permanent
Salary	£58,000 - £60,000 (depending on experience) per annum
Hours	Full time, 36 hours per week (Hybrid working)
Location	Tate Britain, Millbank, London
Reporting to	Director of People
Responsible for	Junior Business Partner

Background

Tate's vision is to serve as artistically adventurous and culturally inclusive art museums for the UK and the world. We deliver this through activities in our four galleries across the UK (Tate Liverpool, Tate St Ives, Tate Britain and Tate Modern), our digital platforms and collaborations with our national and international partners. At the heart of Tate is our collection of art, which includes the national collection of British art from the 16th century to the present day, and international modern and contemporary art from 1900 to the present day, spanning all continents. We seek to expand access to the collection and deepen understanding of art in all its diversity.

Tate is a leading global institution, and we influence critical thinking about art practice. Tate is committed to maintaining free entry for audiences to our collections. We see access to art for everyone as a universal human right and we see our galleries as sites of creative learning. We want to champion the importance of making art and encourage people to explore the many ways in which art is created and develop their own creative potential.

We want to welcome audiences that better reflect the towns and cities in our nation and attract a diverse international public. Our reach is already powerful. We intend to increase its impact across society, with art that resonates around the world.

Everyone who works at Tate has a role to play in achieving these goals. We offer exciting work built around our love for art, and have a strong commitment to equality, diversity and inclusion, with the aim to have our workforce and audience as diverse as the communities we serve. And everything we do is only possible thanks to our fantastic colleagues, who really know their stuff, support each other and want to do the best for our audiences.

We hope you will consider joining our team.

You can find further information about Tate on our website: www.tate.org.uk.

About the role

This is a fantastic opportunity to join Tate's People Team as a Senior Business Partner, based at our offices in Tate Britain, London. Reporting into the Director of People, you will be the link between the People team and the organisation, aligning our people strategy to deliver business objectives through our people.

As a Senior Business Partner, you will work closely with the leadership team for a number of different client groups across Tate, with responsibility for c250 colleagues overall. You will be primarily responsible for providing high quality and timely people insights, coaching and support, partnering leaders and managers to influence and drive forward organisational strategic objectives. As a member of the People Management Team, you will additionally contribute to developing initiatives to support the effective delivery of Tate's organisational strategy and our People strategy.

About your team

Our People Advisory team sits within the wider People department for Tate Gallery. The 3 Senior Business Partners line-manage the 3 Junior Business Partners who in turn line manage the 3 People Officers. They are supported by the Senior Manager for Employee Relations, the People Resources and Governance Manager, and the team of People Assistants. The People Assistants are the first point of contact for day-to-day colleague queries and support.

We are a creative and forward-thinking team committed to enabling people to thrive and reach their full potential at work. We are passionate about building an inclusive culture at Tate that encourages, supports and celebrates the diverse voices of our employees.

Based in London, we work across all 4 Galleries, and so some travel between sites is required.

What you will do (Main Duties and Responsibilities)

- Deliver a proactive, customer focused strategic people partnering service to leaders and managers, advising on strategic and operational people issues.
- Identify current and emerging people trends and potential risks, developing innovative and pragmatic solutions to resolve them.
- Work with the leadership team to contribute to achieving their strategic priorities.
- Lead organisational development and change programmes across the organisation.
- Coach leaders and managers in developing their own people management skills, providing challenge in a respectful way when needed, to drive appropriate outcomes.
- Demonstrable ability to use a range of influencing styles to build trust with client groups to develop effective working relationships at all levels.
- Working closely with the Senior Manager for Employee Relations, manage timely progression and satisfactory resolution of Employee Relations cases up to and including dismissal and appeal. Provide support with informal resolutions, interventions and complex cases as necessary.
- Working closely with the Senior Manager for Employee Relations, be a point of escalation for the Junior Business Partner, guide on Employee Relations case management approach and outcomes and proactively monitor ER activity, identifying themes, risks and concerns to the Director of People.
- Partner with management to proactively maintain constructive communications and relations with local trade union representatives within the business areas supported.
- Work closely with the Junior Business Partners and the People Resources & Governance Manager to ensure that you are receiving the support and information that you need from the People Officers and People Assistants. Also to ensure that the departments within your workstreams are receiving the support they need.

- Actively contribute towards the delivery of the team's Operational objectives and our overarching ambition to provide an outstanding employee experience and make Tate a great place to work.
- Work closely with the rest of the People department, supporting local implementation of People programs and initiatives.
- Implement workforce planning, talent management and succession planning initiatives in collaboration with the Learning & Development team.
- Collaborate with the Learning & Development team, identify development needs to build leadership, management and employee capability to develop high performing teams.
- Develop inclusive local resourcing strategies, supporting on senior level recruitment panels where required.
- Report and analyse management information to identify and make recommendations on trends and issues to the Director of People, which support good decision making.
- Lead on an HR specialism acting as the department's professional lead in this area and undertaking organisation wide projects, as agreed with the Director of People.
- Develop and implement People policy, procedure or tools that are clear, easy to understand, accessible, legally compliant, reflect best practice and carry an appropriate level of risk.
- Proactively develop self and the team and promote learning and knowledge sharing.
- Work flexibly within the People department to ensure cover is provided across the team, deputising as required.
- Undertake any other duties and activities commensurate with the role and grade, as required.

General Management

- Working closely with the Director of People and her direct reports (senior management team) to ensure that as a department we are all working towards the agreed project plan to achieve Tate's People & Culture strategy (5-year strategy to September 2027).
- People Business Partners are responsible for regularly reviewing and updating Tate's People Policies and Procedures documents, ensuring that we keep to the review dates required by the Governance Manager and ensuring we update documents in line with changes in legislation.
- As a Band 2 manager you are expected to plan, organise and prioritise your workload and provide clear direction, guidance and support to your direct reports and the rest of the People Support team.
- You will also be expected to authorise Purchase Orders and Invoices on the Finance system (Unit 4) and keep track of all expenditure on the commitment log, ensuring that any costs do not exceed budget.

What you will bring to the team

Essential

- CIPD level 5 or evidence of equivalent qualification or work-related experience.
- Proven experience of delivering customer focused business partnering, proactively partnering leaders to influence operational delivery and build high performing teams.
- Demonstrable ability to use a range of influencing styles to build trust with client groups to develop effective working relationships at all levels.
- Substantial proven experience in a generalist role that includes high-volume end to end employee relations up to dismissal and appeal.
- Up to date knowledge of employment law, recent cases and HR best practice.
- Proven experience of effectively managing and implementing people-centred projects.
- Experienced people manager, able to develop, coach and create the conditions that support high trust and high-performance teams.
- Excellent written communication skills with the ability to convey information clearly and concisely, in a way that is accessible to a diverse range of people.
- Able to analyse and report People focused management information.
- High degree of computer literacy – experience of MS Office, and competence with Excel, trackers and preferably one HRIS.
- Able to work under own initiative and manage a high-volume workload of competing priorities.
- Resilient, highly organised and able to manage own and direct report's priorities.
- Able to exercise professional judgment and take a pragmatic approach to problem solving, risk and decision making.
- Approachable and proactive with a can-do customer focused attitude, with a mindset that aligns with our Values: Bold, Open, Rigorous, Kind.

Desirable

- Previous line management experience of an HR Advisor level direct report.
- Previous experience of advising on change projects - restructures, redundancy.
- Experience of embedding EDI and wellbeing and engagement initiatives across multi-functional teams.
- Experience working within a unionised environment.

Notes:

- The role will require national travel on an occasional basis with some overnight stays (to Tate St Ives and Tate Liverpool), as well as occasional onsite presence at Tate Modern, London.

Tate for all

Diversity and Inclusion

Our jobs are like our galleries, open to all.

Our aim is to become a truly inclusive organisation with a workforce and audience as diverse as the communities we serve. This is fundamental to Tate's future success and our ability to continue to contribute to culture and society in the UK.

We want our workforce to be more representative of all sections of society at all levels in the organisation. The range of perspectives and experience diversity brings is an asset to our organisation and we want to create an inclusive, welcoming environment for visitors, artists and all those who work at Tate. Tate expects all employees to contribute to this aim as part of their role. More information about diversity and inclusion at Tate can be found on our [website](#).

Our Values

- **Open:** we're welcoming, generous-spirited and inquisitive, with an open-source attitude that thrives on collaboration.
- **Bold:** we have the courage of our convictions, we're willing to take imaginative risks: we aren't afraid of failure - so long as we learn from it.
- **Rigorous:** we'll win people's trust if we're accountable for our actions and excellence underpins everything we do.
- **Kind:** we value and respect each other, our partners, and our visitors, striving to make every encounter memorable and enriching.

Benefits

- Birthdays off each year
- 25 days leave per year, rising to 27 (pro rata for part time colleagues).
- A pension scheme with generous employer contributions.
- Life Assurance and Income Protection for DC scheme members.
- Interest-free Season Ticket Loan.
- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.
- Rental deposit scheme – an interest free advance to help towards the cost of a deposit for privately rented accommodation
- Discounts in the Tate Restaurants and Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.
- Discounts on items purchased in the Tate shops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.
- Free access to other galleries and museums abroad through the International Council of Museums (ICOM) membership

Safer Recruitment

Tate is committed to providing a safe environment for all those who work at Tate and all those who come into contact with Tate as visitors to the galleries, as participants in Tate activities, and online. The safe recruitment of all those who undertake work on behalf of Tate is the first step to ensuring that we are fulfilling this commitment.

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 3 years of your employment or education.
- Health clearance
- A satisfactory Disclosure Check.
- Proof that you are legally entitled to work in the UK

You can find out more information about our pre-employment checks and what they mean for you in our 'Guidance Notes for Applicants' document.

How to apply

Our opportunities are open for you to apply online. Please visit:

www.tate.org.uk/about/workingattate/ to create an account by registering your details or, if you are an existing user, log into your account.

For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging into your account.

The closing date for the submission of completed application forms is 21 September 2025 by midnight. Interviews will be held in October 2025.

Where vacancies attract large volumes of applicants, we reserve the right to close this vacancy early. Therefore, if you are interested, please try to submit your application as early as possible.

