



Job Summary Overview

Job title	Innovation Technical Lead
Career family	Organisational Enablers
Professional pathway	Local Government, Innovation and Public Affairs
Career family level	Technical / Professional Expert or Specialist (Tier 6)
Grade	Grade 13
Reports to	Innovation Programme Team Leader
Financial responsibility	Responsible for the financial management of projects. Leading projects and programmes of work of up to £1.5m and being the responsible cost centre manager to ensure effective and efficient project expenditure within budget and flagging potential for over and underspend. Signing off expenditure of up to £100k.
Supervisory responsibility	Will be responsible for stakeholders on projects and programmes, and the development of colleagues including training, coaching and mentoring. Contracts and supplier management.
Reference number	

Job Summary

Innovate Oxfordshire is the innovation arm of Oxfordshire County Council, designed to drive public sector transformation through applied innovation. The Innovation Service is the spearhead for the delivery of the Innovation programme, promoting and driving forward the Oxfordshire-wide Innovation ecosystem. Its vision is to position Oxfordshire County Council as a national leader in local government innovation by:

- Bridging public sector needs with academic and industry expertise.
- Delivering measurable improvements in service efficiency and resident outcomes.
- Creating scalable models for innovation that can be shared across the UK

The Innovation Technical Lead operates at the highest level of technical and professional expertise, providing critical guidance and leadership in the field of innovation to central government, public sector, industry and academia. This role is pivotal in shaping the organisation's innovation strategy by integrating technical expertise with strategic foresight. The Innovation Technical Lead is responsible for overseeing and coordinating a portfolio of complex projects, ensuring the delivery of advanced digital and smart infrastructure, and embedding robust monitoring, evaluation, and data-driven methodologies throughout the innovation lifecycle.



This position requires the ability to anticipate future technological trends and challenges, devising creative and practical solutions that drive continual improvement. The Innovation Technical Lead acts as a principal advisor to senior leaders and colleagues, influencing key decisions and inspiring the adoption of best practice within Oxfordshire, other local government organisations, plus advising central government on their policies and procedures. This requires a detailed understanding of both the external environment and also internal strategic priorities, policies and resources.

The role requires excellent stakeholder engagement skills, as it involves working closely with senior leaders, technical experts, and governance bodies to facilitate the adoption of advanced, innovative solutions across public sector environments. The Technical Lead is pivotal in fostering a culture of innovation, ensuring technical excellence, and supporting the organisation's ambition to remain at the forefront of relevant technical developments.

This position also provides technical leadership and advice, collaborating with cross-functional teams, senior stakeholders, and external partners to shape technology roadmaps and ensure alignment with organisational objectives. The Technical Lead is expected to maintain awareness of emerging technologies, regulatory developments, and industry best practice, translating these into actionable strategies for sustained innovation and future readiness.

The role involves the development of annual strategic and operational plans, optimisation of resource allocation, and the creation of policies and systems to support a culture of innovation across Oxfordshire – and beyond – across the public and private sectors. The Innovation Technical Lead also ensures compliance with the highest professional standards and acts as a mentor, sharing expertise to build capacity within the organisation.

This position also requires a high level of commercial acumen, with the ability to identify, exploit and lead the development of new funding commercial opportunities.

Building on their advanced technological knowledge and expertise, this post leads and delivers an extensive portfolio of ambitious grant-funded consultancy innovation projects, providing expert technical direction, research, and ensuring that all initiatives are executed to the highest standards of quality and impact.

Examples of technologies we are currently working on include hydrogen vehicles, drones, future mobility, robotics, advances in health and care technology and usage of quantum computing.



Specific requirements	Essential <i>Mark with ✓</i>	Desirable <i>Mark with ✓</i>
Expert technical knowledge, including education to postgraduate level or equivalent experience	✓	
Demonstrated success in delivering measurable outcomes, in complex projects, on time and within budget	✓	
Experience in leading, managing, and developing multidisciplinary projects	✓	
Excellent verbal and written communication skills, with the ability to present innovative concepts in a clear and compelling way to a range of audiences	✓	
Proven analytical and critical thinking skills, evidenced by a record of innovative approaches to complex problems	✓	
Demonstrated ability to build and sustain effective working relationships across departments, organisations, and stakeholder groups	✓	
Strong adaptability and resilience, thriving in fast-paced, dynamic environments and able to respond effectively to rapidly evolving technologies and priorities	✓	
Demonstrated experience managing budgets in line with organisational policies, including experience of compiling claims or invoices, accurate record-keeping for audits	✓	
Experience developing competitive funding bid submissions, ideally for innovation projects and through multiple funding sources	✓	
Prior experience working within local government or public sector innovation settings		✓
Experience with procurement processes and vendor management in the context of innovation projects		✓
Track record of developing business cases and securing investment for new innovative solutions		✓
Active engagement in professional networks or communities-related digital government, and innovation		✓
Experience in designing and facilitating workshops with diverse stakeholder groups		✓
Experience in contract & supplier management/contract reviews		✓
Experience in developing, implementing and evaluating large programmes, involving multiple stakeholders		✓



Working Arrangements

- ☐ The post is not politically restricted.
- ☐ Enhanced, Standard or Basic DBS check with Barring List might be required based on project involvement.
- ☐ Contractual base as detailed on contract, but you are able to work on a flexible basis in line with our [Agile Working Policy](#).
- ☐ Able to travel across the county and work from various office locations within the county.

Health and Safety at Work [Completed by service lead]

All employees have responsibilities for health and safety – both for themselves, colleagues and the people we work with.

The potential significant hazard(s) and risk(s) for this post are identified below (those ticked).

☐	Provision of personal care on a regular basis	☐	Driving HGV or LGV for work
☐	Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	☐	Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or a council vehicle for work purposes)
☐	Working at height/ using ladders on a regular/ repetitive basis	☒	Restricted postural change – prolonged sitting
☐	Lone working on a regular basis	☐	Restricted postural change – prolonged standing
☐	Night work	☐	Regular/repetitive bending/ squatting/ kneeling/crouching
☐	Rotating shift work	☐	Manual cleaning/ domestic duties
☐	Working on/ or near a road	☐	Regular work outdoors
☒	Significant use of computers (display screen equipment)	☐	Work with vulnerable children or vulnerable adults
☐	Undertaking repetitive tasks	☐	Working with challenging behaviours
☐	Continual telephone use (call centres)	☐	Regular work with skin irritants/ allergens
☐	Work requiring hearing protection (exposure to noise above action levels)	☐	Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
☐	Work requiring respirators or masks	☐	Work with vibrating tools/ machinery
☐	Work involving food handling	☐	Work with waste, refuse



☐	Potential exposure to blood or bodily fluids	☐	Face-to-face contact with members of the public
☐	Other (please specify):	☐	