

## **Professional Services Staff Member Election 2024**

### **Zoe Stephens**

#### **Who am I?**

My name is Zoe Stephens, I am Director of Estates Business Services and I have worked for the University for eight years. In my role I deliver a range of professional services within the Estates Department. I also work closely with teams across the wider professional services network e.g., HR, Finance, CAM, ISG and believe that I understand the many opportunities and challenges experienced by professional services colleagues across the University.

#### **What would I do as the Professional Services Staff Member at University Court?**

As required by the role, and using my broad experience, I would look to support, advise and challenge the University in the development of strategy, taking the final decisions on matters of fundamental concern to the University and ensuring effective corporate governance.

#### **What is important to me?**

The complex and volatile world we live in at the moment needs incredible organisations like the University of Edinburgh to successfully navigate the many challenges we face.

To ensure we set the right direction and make the right decisions it is essential that the skills, knowledge and talents of all our communities are considered and embraced. I believe governance that truly recognises the power of inclusive representation will result in a more successful organisation for all, and will generate even greater benefits to the world.

To underpin this, we must demonstrate honesty, integrity and transparency throughout the decision-making process, and this is something that I take seriously and am committed to.

#### **What experience do I have?**

I have worked at the University for eight years and have held my current post for two years.

With my fantastic team, I deliver Business Administration, Communications, Governance, IT services, People & Change, and Records & Information Management.

I am pragmatic, experienced in complex change programmes, have a good understanding of a wide range of professional services, and understand the challenges professional services colleagues encounter when asked to translate strategy into reality.

I also sit, or have sat, on a number of cross-University groups and committees:

Currently I am a member of:

- The Equality, Diversity & Inclusion Committee, and the related CSG EDI Committee;
- The Community Board;
- The Strategic Change Management Working Group; and
- I am an attendee at Estates Committee;

Previously I have been a member of:

- Service Excellence Programme: HR project board
- People & Money Implementation Group – CSG

Across these groups, I uphold governance, contribute to the development of new ideas with the aim of achieving practical change, and always look to learn and develop my own knowledge.

Prior to the University, I worked for the Forestry Commission in various roles including Head of Corporate Services for Forest Enterprise Scotland (an executive role). I have also worked in private sector and been self-employed. I have a BA (Hons) in Business Studies and an MSc in Management of Training & Development.

I live in Edinburgh and enjoy spending time with friends & family, walking my dog, Woody, and planning holidays.

Thank you for your consideration in this election.