Job Description

Job Title:	IS Programme Delivery Manager	Directorate:	Information Systems
Reports To:	Head of Digitalisation	Function/Division:	Digitalisation

Along with a competitive salary of up to £75,000 depending on experience, we also offer great benefits including:

- Up to 20% annual performance bonus
- Annual leave of 25 days + bank holiday entitlement
- Agile working arrangements with up to 2 days per week working from home
- Enrolment into our Pension Scheme, with a generous company contribution

Role Purpose:

Responsible for leading the delivery of all technology related change programmes through a high standard of programme and project management focussing on budget, time and resource management.

Key Responsibilities:

- Accountable for leading a team of programme and project managers who deliver discrete change initiatives, working closely with the IS Product Transition Manager to support the activities required to enable and embed agile delivery.
- Manage the entire portfolio of programmes and projects underway within the business, ensuring accurate control of cost and time.
- Negotiate with the business to determine the overall affordability of capital and resources.
- Design and operate a robust and comprehensive project/portfolio demand management process. Develop criteria for prioritising demand within negotiated affordability to create the agreed-upon portfolio of projects.
- Create and implement processes, policies, and procedures to ensure efficient, repeatable, high-quality project delivery and alignment with the wider business.
- Develop the levels of detail of scope, schedule, costs and resourcing throughout the project lifecycle from demand through launch and execution to completion.
- Form, manage and continuously develop a high-performing and collaborative team, setting objectives, managing performance, developing potential and modelling behaviours.
- Manage the performance of internal and supplier project resources to drive delivery of scope to schedule, cost and quality. Identify and fix underlying systematic causes of poor delivery.
- Summarising actual project performance and forecasts in the context of the overall portfolio, producing multi-year financial and resource forecasts, reflecting this in the IS plan/annual budgets and forecasts.

Skills, Knowledge, Experience & Qualifications:

Essential:

- Qualified in Prince 2 or equivalent experience of gradually implementing and maturing project management standards within an organisation.
- A minimum of 3+ years' experience leading a programme delivery function.
- A minimum of 5+ years' experience in project and programme management, delivering complex multi-million-pound business focussed change initiatives.
- Demonstrable track record of successful project delivery using waterfall and agile methodologies.
- Good situational and contextual intelligence of the organisation's climate and how to navigate obstacles and politics.
- Ability to balance the long-term ("big picture") and short-term implications of individual decisions and organizational goals.
- In-depth knowledge of Microsoft Projects and Excel for planning and reporting.
- Understand various operating models, such as project-centric and product-centric, as well as different agile principles, methodologies, and frameworks.
- Strong consulting skills in targeted communications, engagement management, stakeholder management, and business development.
- Mastery of all components of effective programme management.
- Able to manage stakeholder conflict.

Desirable:

- Master's degree in business, computer science, computer engineering, electrical engineering, system analysis, or a related field of study or equivalent experience.
- Previous experience working as part of a Distribution Network Operator.