

Job Title – ER Programme Manger

The Focus

Huddersfield's town's and valley's weave together vibrant, young, dynamic communities with breathtaking Yorkshire landscape. The Kirklees area has built on its proud industrial heritage by being a place that encourages innovation and entrepreneurship.

Our vision for Kirklees is to be a district which combines a strong, sustainable economy with a great quality of life – leading to thriving communities, growing businesses, high prosperity and low inequality where people enjoy better health throughout their lives. This vision is supported by our Health and Wellbeing and Economic Strategies, and backed up by our newly adopted Local Plan and a transformative investment programme's:

This is an exciting and challenging time and we are currently expanding our team to manage and deliver construction related projects, to achieve the Council's ambitions.

The Council aims to revitalise Huddersfield Town Centre, transform Dewsbury Town Centre and North Kirklees, deliver significant housing growth in line with the new Local Plan and provide the infrastructure required to enable this to happen including new schools, leisure facilities, specialist accommodation and roads.

As a Lead Officer in the Council's Capital Development and Delivery team you will be required to provide Leadership, Direction and Programme and Project Management support to the wider team, working in a supportive manner with colleagues and partners to contribute to the needs of the service. The Capital Development and Delivery team provides Client-side construction-based project management and quantity surveying services to the Council. The team delivers a wide variety of major projects and programmes involving new build and extension / remodelling schemes relating to schools, leisure centres, offices, depots, blocks of flats, listed buildings for example. This involves large scale and increasing Capital investment which currently includes circa £180m of Corporate Capital Projects and the £250m Blueprint for Huddersfield.

The Person

We are looking for individuals with a strong background in the construction industry with excellent communication, interpersonal and team working skills and with a proven track record in delivering and managing Capital Programme's and Portfolio's of Projects through to completion, as this is the key focus of the role.

In consideration of the requirements set out in the Job Profile, as a key focus you will:

- Have a construction related qualification to a graduate or professional qualification level, plus post qualification experience in the application of the knowledge for the delivery of construction related capital projects and services, or detailed demonstrable and relevant experience in leading and delivering major construction related capital projects, utilising formal Project Management Methodology i.e. Prince2 as an example.
- Have a proven track record in the delivery of programmes of construction related projects from inception to completion, in a complex organisation, managing the programme's and project risks.

The Person (Cont.)

- Have experience in planning, delivering and evaluating a series of interrelated activities, undertaken to achieve a specific end result within a set timeframe, working to formal project management methodology and use of current IT planning, reporting and monitoring software packages.
- Have knowledge and experience gained from working within a multi-disciplined professional design environment in order to carry out the full range of this post's duties.
- Have commercial and technical knowledge/expertise.
- Have strong IT skills, utilising Microsoft packages such as Word, Excel and Powerpoint, and also ideally have experience of using current bespoke IT packages for project planning, reporting and monitoring software packages.

The ideal candidate will be a highly motivated individual, who is prepared to work flexibly and as part of a team, in a high profile and demanding environment, working to tight deadlines to achieve success for our programmes.

This is an excellent opportunity for an individual with highly developed interpersonal, organisational and negotiation skills along with good project management experience.

We need more talented and ambitious people to join our team. We want exceptional people with a positive and flexible approach to their work, have a can-do attitude and who is clearly committed to achieving the Council's ambitions.

We are looking for individuals who are driven and prepared to learn and continually develop in the role. The Council are prepared to provide relevant support and training related to role.

Individuals must be able to travel independently to and from locations away from the office such as construction sites or consultant's offices. In addition, individuals need to be able to visit construction sites, and be able to ascend and descend scaffolding as an example, on accompanied visits.

If you are this person, we look forward to hearing from you.

For more information about this post please contact Steven Mawhinney – Strategic Manager Capital Development 01484 221000.

An enhanced Disclosure and Barring Service Check will be required for this job. A conviction may not exclude candidates from appointment but will be considered as part of the recruitment process.

In order to be shortlisted for this job please demonstrate how you meet the Person Checklist as detailed on the attached Job Profile, considering the context of this Job Focus sheet.