

Technical Job Standard Form

| | | | | | | | | | | | | | | | | | | | |
|--|---|--------------------------|--------------------------|------------------|-------------------------------------|----------------|--------------------------|-------------------|--------------------------|--------------------------|--------------------------|---------------------|--------------------------|--------------------------|--------------------------|-----------------------------------|--------------------------|--|--|
| Job Title: <i>20 word limit</i> | Programme Manager (Programme Specialist) | Grade: | SG7 | | | | | | | | | | | | | | | | |
| Job family: <i>Check appropriate box/es</i> | <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Asset Management</td> <td style="width: 10%;"><input checked="" type="checkbox"/></td> <td style="width: 30%;">Advise & Shape</td> <td style="width: 10%;"><input type="checkbox"/></td> </tr> <tr> <td>Business Services</td> <td><input type="checkbox"/></td> <td>Environment & Regulation</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Incident Management</td> <td><input type="checkbox"/></td> <td>Partnerships & Customers</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Technical and Scientific Services</td> <td><input type="checkbox"/></td> <td></td> <td></td> </tr> </table> | | | Asset Management | <input checked="" type="checkbox"/> | Advise & Shape | <input type="checkbox"/> | Business Services | <input type="checkbox"/> | Environment & Regulation | <input type="checkbox"/> | Incident Management | <input type="checkbox"/> | Partnerships & Customers | <input type="checkbox"/> | Technical and Scientific Services | <input type="checkbox"/> | | |
| Asset Management | <input checked="" type="checkbox"/> | Advise & Shape | <input type="checkbox"/> | | | | | | | | | | | | | | | | |
| Business Services | <input type="checkbox"/> | Environment & Regulation | <input type="checkbox"/> | | | | | | | | | | | | | | | | |
| Incident Management | <input type="checkbox"/> | Partnerships & Customers | <input type="checkbox"/> | | | | | | | | | | | | | | | | |
| Technical and Scientific Services | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | |
| Job Purpose: <i>100 word limit</i> | <p>One of three operations management roles in the Programme and Contract Management (PCM) service, the Programme Specialist role is provided by Programme Manager resources. The purpose of the role is to facilitate and coordinate collaborative working between internal and external teams. The role provides a focal point to promote good PPM practices, championing the organisations' governance arrangements and could take on supportive tasks and activities at the request of Governance Boards. The role will also provide direct line management to approximately 2-3 Project Team Managers and leadership to 20-30 ncpms staff and others working in the Delivery Hub.</p> | | | | | | | | | | | | | | | | | | |
| Specific technical requirements: <i>250 word limit</i> | <p>Required and specific</p> <ul style="list-style-type: none"> • qualifications • professional membership • accredited technical knowledge/skills/competencies (eg CPD achievements) beyond what is set out in the job profile <ul style="list-style-type: none"> • Project management qualification such as PRINCE2 Practitioner or APM Practitioner is generally expected • Programme management qualification such as Managing Successful Programmes (MSP) Practitioner is desirable • Chartered professional member status of the ICE, IMECH, CIWEM, APM or similar, or commitment to achieve chartership within an agreed period. • Professional development/qualifications/professional body membership relating to Operations Management would be beneficial | | | | | | | | | | | | | | | | | | |
| Other information: <i>100 word limit</i> | <ul style="list-style-type: none"> • Experience of developing and/or managing operations (conversion of resources into goods and services) • Significant experience in one or more of the following areas is essential: <ul style="list-style-type: none"> - Project Governance - Commercial and contract management - Project management of engineering and construction projects - Project management in Flood & Coastal Erosion Risk Management • Experience managing programmes of work is essential. • Assessment against a relevant role set out within the Government Project Delivery Capability Framework (PDCF) <p><i>Inc. other sources of relevant information (eg experience, relevant professional technical framework assessments, etc)</i></p> | | | | | | | | | | | | | | | | | | |

| | | | |
|------------------------------------|-----------------------------|-------------------------|-----------------------------|
| Date Job Standard approved: | Click here to enter a date. | Date for review: | Click here to enter a date. |
|------------------------------------|-----------------------------|-------------------------|-----------------------------|