Job Title	IT Programme Manager – Risk & Compliance Programme
Reports To	Senior Programme Manager (IT Portfolio Manager)
Grade	Technical Tier 2

Purpose	To manage and deliver a critical, multi-year program of technology, change projects and cyber security projects. You should ideally have previous experience of delivering IT solutions in or for utilities clients. You should be adept at managing a portfolio of projects and/or programme of works in a largely outsourced environment. You will need to work at all levels of the organisation, experienced with handling multiple requirements and stakeholders concurrently, all whilst successfully influencing key decision making to ensure the IT Security Programme of works is initiated and delivered within the required timelines. You will report directly to the Senior Programme Manager and will work closely with Project Managers, IT PMO, IT Business Analysts and key business sponsors and stakeholders to support project definition, to initiate, plan and deliver projects, demonstrating strong governance and reporting progress tracking to plan.
Key Accountabilities	• Take ownership of the WWU IT Security Programme of project work and ensure delivery to time, budget, and quality measures • Planning and scheduling tasks and activities in across multiple projects • Tracking progress, and maintaining an accurate view of real time delivery against targets • Identifying issues and risks and capturing these accurately, whilst working to address and mitigate where required • Maintaining MS Project Plans and various work breakdown structures • Coordinate activity between multiple internal and external groups • Dynamically engage with all stakeholders daily, pushing forward critical work to ensure we deliver on time and to budget • Liaise with service transition teams to ensure there are well documented plans to take new services into live operational support • Taking accountability for the benefits realisation process • Work closely with the Cyber Security Info-Sec Team to plan, deliver and support new technologies and solutions • Coach and mentor project managers on best practice • The role holder should be comfortable managing a team of Technology Project Managers.

Technical Know-How & Skills	• Strong Project and Programme Management skills and experience • Excellent MS Project and Planner skills • Strong experience and skills in leading tools such as MS DevOps, JIRA, Trello etc • Ability to track and monitor progress and report progress at different levels (e.g. strategically – high level, operationally across the portfolio, and tactically within a given project) • Equally comfortable and skilled working in a blended waterfall and agile environment • Strong Project budget management skills, with the ability to accurately maintain project spend and forecasts, of both Capex and Opex • Commercial and contractual awareness and understanding • Project governance best practice, and able to engage and deliver clear messaging to Project Boards and Executive Leadership
Qualifications	• Degree level education or equivalent - mandatory • Prince 2 Practitioner or equivalent Project management qualification - mandatory • Managing Successful Programmes (MSP) or equivalent highly desirable • ITIL experience / qualification desirable (helpful for interaction with IT Operations and Acceptance into Service)
Job Dimensions	The role will be responsible for the operational management of a multi-million pound, multi-year budget. Reporting to the Senior Programme Manager. Managing x3 WWU IT Project Managers with additional supplier and contingent resources as needed. Based in Wales & West House, Newport, subject to Hybrid Working