

## Overview

As a Project Delivery Manager at BARDD, you will play a key role supporting and guiding organisations to success in transformation, cultural change and complex delivery. You will play a pivotal role in planning, organising, and managing projects across various client teams. You will be responsible for ensuring projects are completed within scope, budget, and schedule while meeting quality standards and exceeding customer expectations. Your strong leadership, communication, and problem-solving skills will be key in driving cross-functional teams towards achieving project objectives.

## Key Functions

- Collaborate with stakeholders to define project scope, objectives, deliverables, and resource requirements. Develop comprehensive project plans, including timelines, milestones, and budgets, while considering potential risks and mitigation strategies
- Lead and motivate cross-functional project teams, providing clear direction, delegating tasks, and fostering a positive and productive team environment. Facilitate effective communication and collaboration among team members to ensure alignment with project goals
- Oversee the day-to-day project delivery activities, monitor progress, and ensure adherence to the project plan. Proactively identify potential roadblocks or challenges and implement solutions to keep the project on track
- Identify project risks, assess their potential impact, and develop mitigation plans to minimise their effect on project outcomes. Continuously monitor and address risk
- Establish and maintain strong relationships with internal and external stakeholders, ensuring regular communication and involvement in key decision-making processes. Provide regular project status updates and reports to stakeholders
- Ensure project deliverables meet established quality standards and align with customer requirements. Implement appropriate quality control measures throughout the project lifecycle
- Monitor project budgets and resource allocation, adjusting as necessary to optimise project efficiency and cost-effectiveness
- Able to manage integrated project and change plans, ensuring alignment between project delivery and business change
- Assess and manage project scope changes, working closely with stakeholders to evaluate impacts and secure necessary approvals
- Facilitate project reviews and post-project evaluations to identify successes, lessons learned, and areas for improvement. Ensure proper project closure, including documentation and knowledge transfer

## Competencies

- Proven experience as a Project Delivery Manager from start to finish
- Strong understanding of project management methodologies, tools, and techniques
- Excellent leadership and team-building
- Exceptional communication and interpersonal skills and to communicate effectively with stakeholders at all levels
- Problem-solving and decision-making, with a keen attention to detail
- Demonstrated proficiency in risk assessment and management
- Familiarity with project management software and tools

For more information, please contact BARDD at [recruitment@barddpartnership.com](mailto:recruitment@barddpartnership.com)