**Job Description**

**Project Manager**

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| **Service:** | Highways | **Team:** | UTMC Team | |
| **Location:** | County Hall Preston | | | |
| **Salary range:** | £43,857 - £47,847 | **Grade:** | | 11 |
| **Reports to:** | Michael White | **Staff responsible for:** | | 0 |

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| **Job Purpose** |
| The purpose of this role is to take the lead in the delivery and implementation of the county councils innovative Future Mobility Platform (FMP) project which is part of our successful Transforming Cities Fund (TCF) bid A key aspect being the provision of expert advice on Traffic Engineering and Control including ITS and UTMC practice to a range of services across the council. The post holder will take the lead in ensuring the project is delivered in an efficient and cost-effective way to meet the FMP project objectives, budget and delivery timeframe. The FMP is a nationally innovative TCF project that has identified state of the art technology and system development opportunities. The post holder will be the county councils project, contractual and technical expert lead. Whilst the post does not have direct staff responsibility the post holder will need to work collaboratively with the internal UTMC team but also with various technical, project management, legal and procurement teams across the council and with external stakeholders and institutions to successfully deliver the project by March 2023. Expert advice on similar related Traffic Engineering and Control projects may also be required. The post is a full-time position (37 hours per week) for a fixed 2-year term. The county council has a range of flexible working arrangements and you will work from home, office and site with the primary base being County Hall, Preston. The post is an essential car user post, so you are required to have a full and valid UK driving licence as well as access to a personal vehicle insured for work purposes. |
| **Accountabilities/Responsibilities** |
| * To take the lead on the interpretation and communication of policy, legislation, regulation and codes of practice relevant to the TCF -FMP project and other similar relative initiatives. This includes horizon scanning for issues that may impact the council's direction in relation to traffic engineering and control practice. * Proactively provide expert advice to meet internal or external stakeholder needs, to inform multi-agency initiatives, and to facilitate management decision-making which will have medium to long term effects on the business. * Evaluate existing provision and monitor service developments to recommend large scale service improvements for consideration by senior management. An example of this is reviewing service delivery models. * Review management information requirements and identify improvements to ensure information gathered meets requirements for service planning or legal/security requirements. * Represent the County Council at external forums, conferences, and meetings to build professional networks and influence wider policy agendas. * Lead on the design and delivery of this large and complex FMP project to resolve service issues or to achieve service improvements. This includes initiating and scoping improvement and leading on the design of new objectives. * Lead, develop and promote a culture of continual professional development of all staff at each level. |
| **Other** |
| * **Equal Opportunities**   We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.   * **Health and safety**   All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.   * **Customer Focused**   We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times. |
| **Our Values** |
| **We expect all our employees to demonstrate and promote our values:**   * **Supportive**   We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.   * **Innovative**   We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.   * **Respectful**   We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.   * **Collaborative**   We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone. |

**Person Specification**

**Project Manager**

All the following requirements are essential unless otherwise indicated by **\***

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

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| **Qualifications** |
| * Educated to degree level (or equivalent) in a relevant engineering or scientific field. * Chartered or Incorporated Engineer status**\*** |
| **Experience** |
| * Significant experience of independently leading on the business case, design specification and successful implementation of complex Intelligent Transport Systems for Local Authorities. * Significant experience of managing technical teams at team leader or group manager level. * Significant experience of developing relationships and working practice across services within local authorities and external organisations, for example transport planning, network management, highway design and IT services. * Experience of working with or in collaboration with academic institutions. * Experience of identifying and promoting the use of nationally innovative intelligent transport systems. * Experience of managing complex multidisciplinary projects that encompass multiple organisations. * Experience of developing and managing complex and innovative UTMC related design, implementation and operate contracts. |
| **Essential knowledge, skills & abilities** |
| * Excellent project and change management skills * Significant knowledge of the application, principles, theory and practice of traffic engineering and control practice including ITS and UTMC standards and specifications. * Comprehensive understanding of highway and transport plus planning and environment service strategy and objectives and translation and implementation at a local level. * An ability to apply managerial judgement to ensure highway and transport plus planning and environment objectives are achieved. * Strong analytical and problem-solving skills and the ability to look ahead and understand implications of future initiatives within the area of responsibility. * Comprehensive understanding of the activities and objectives of the Council, both current and future. * Ability to successfully influence key decision makers at senior levels, both internal and external to the council. * Ability to scan horizon and understand implications of broader local government trends for the service * Up to date professional expertise * Commercial insight and an understanding of financial management especially in a local government setting. |
| **Other essential requirements** |
| * Commitment to equality and diversity. |
| * Commitment to health and safety. |
| * Display the LCC values and behaviours at all times and actively promote them in others. |
| * This is an essential car user post so you must have a full and valid UK driving licence and the use of a vehicle for work purposes, insured for business use. |
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