

Job description

Senior Technical Project Manager

- Grade: PO8
- Reports to: Digital Delivery Manager
- Direct reports: None
- Your team: Strategic Change and Transformation Team
- Service area: Digital Services
- Directorate: Resources

Special requirements of the post

Workstyle: Desk-based worker (Lower presence, one day a week minimum)

- Colleagues who are not usually client or customer-facing and can mostly work anywhere with the right technology. Regular on-site activities are required such as team events and collaboration that are more productive face to face

Special requirements of the post

This post requires a DBS check at the appropriate level (Basic)

This post is subject to the council's declaration of interest procedure

Our mission

Islington is a place rich with diversity and culture. As a council our sense of purpose couldn't be clearer: we serve. It's in the logo. We are committed to challenging inequality in the borough and as one of the largest employers we know that to look after the place and the planet, we have to look after our people. **Together we can change the future.**

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out 'CARE', which is what we think public service is all about.

Overview of the role

The Senior Technical Project Manager leads the planning, execution, and delivery of complex technical projects, ensuring alignment with organisational goals and stakeholder requirements. This role coordinates cross-functional teams, manages project timelines and budgets, and mitigates risks to achieve successful outcomes. The post holder drives collaboration, continuous improvement, and innovation, ensuring compliance with relevant regulations and best practices. Strong leadership, communication, and problem-solving skills are essential for navigating technical challenges and delivering high-quality results in a dynamic environment.

Key responsibilities

- Work with business areas and ICT stakeholders to define the objectives, capabilities and benefits to be delivered by the project and ensure that priorities are in line with corporate objectives.
- Integrate and align the projects within the business environment to ensure overall change impact across ICT and the business is understood, managed and embedded, and informs effective stakeholder management.
- Create and develop long term and trusted partnerships with internal colleagues, customers and stakeholders by acting as the lead advocate, expert adviser, marketer and communicator for the projects assigned.
- Review progress, raise risks, assumptions, issues and dependencies and manage these successfully by presenting recommendations and agreeing how to resolve them.
- Own and be accountable for the principles, policies, processes and standards required to govern, prioritise, manage, assure, control and deliver the Project in line with the agreed gating methodology and governance arrangements ensuring that escalation rules are understood and adhered to.
- Manage overall time, scope and budget of the project ensuring that any additional requirements or opportunities are controlled and appropriately embedded within the existing project structure.

- Collate and analyse status and progress reports to the Project Board and make recommendations on actions required in areas of stakeholder and change management, risk, dependencies, cost vs benefits and resource conflicts.
- Ensure that the status of assigned projects are communicated effectively to ensure there is visibility of the project status to project and other board members and any other relevant and/or impacted stakeholders.
- Create, lead, motivate, develop and direct the project teams, including 3rd party stakeholders and build their reputation with the business. Lead and manage any escalations.
- To lead, motivate and manage all parties involved in the delivery and contribution to the project including 3rd party contractors. Act as the responsible owner to ensure that all council management considerations are addressed for and during their employment/engagement including in the case of 3rd parties/external organisations background checks, contractual obligations, financial due diligence, competence and capacity to undertake the work required.
- Responsible for identifying, validating, baselining, profiling, planning, tracking and reporting on benefit status of the project.
- Any additional duties consistent with the grade and level of responsibility of this position, for which the holder possesses the required experience and/or training.

Compliance

Ensure adherence to legal, regulatory, and policy requirements under GDPR, Health and Safety, Employee Code of Conduct and in your area of expertise by identifying opportunities and risks, and escalating issues as necessary.

Budget responsibilities

As a Senior Technical Project Manager, you will be responsible for managing the budgets of the projects that are assigned to you.

Person specification

Your application form needs to demonstrate how you fulfil the role's requirements. It is essential to address the criteria, as this will be used to evaluate your suitability for the position.

Essential and desirable criteria

Essential: the basic requirements that must be met for someone to be considered for a particular job. These criteria are mandatory and cannot be negotiated. Essential criteria directly impact the core qualifications or skills necessary to perform the job effectively.

Desirable: the additional qualities, skills, or qualifications that would be advantageous for a candidate to possess but are not mandatory. Not meeting them does not automatically disqualify someone from consideration for the job. This also allows candidates who do not possess certain desirable criteria the opportunity to explain how their other knowledge, experience and skills relate to these and what they may be in the process of doing or willing to do to achieve these.

Qualifications

Point	Criteria description	Essential/desirable
1	Educated to degree level or commensurate business qualification or demonstrable work delivered to degree level standard	Desirable
2	TIL (Foundation/Practitioner) or significant experience and knowledge of ITIL working practices.	Desirable
3	Professional Project Management Certification Practitioner e.g., PRINCE 2 (Practitioner)	Essential

Experience

Point	Criteria description	Essential/desirable
4	Extensive and proven experience as a Senior IT Project Manager, with focus on quality and results, with accountability for driving forward successful benefits, project and change management delivery across range of disciplines and within environments where there are conflicting priorities, changing requirements and tight deadlines whilst using a flexible, consultative, and supportive approach.	Essential
5	Substantial knowledge of and significant demonstrably experience of applying and working within a range of methodologies and delivery lifecycles within a complex, high risk, significant value IT project environment (from qualification, initiation through requirements gathering, procurement, design, testing, deployment, service transition and change management) with the ability to design project structures and governance arrangements to ensure successful delivery.	Essential
6	Substantial experience of the identification, management and mitigation of ICT and associated business risks and dependencies across high value, business critical,	Essential

	reputationally sensitive and complex projects.	
7	Experience of commercial negotiations and managing third party suppliers and working with development partners.	Essential
8	Considerable experience of working and communicating at a strategic level with key stakeholders in order to build successful relationships and navigate top level politics, with evidence of managing by influence to achieve successful outcomes to complex business problems and proven experience of ensuring that projects remain viable and aligned to scope and strategy.	Essential
9	Extensive experience of financial budgeting, planning, forecasting, analytics and management reporting across high value programmes.	Essential
10	Extensive experience of building, leading, managing and developing teams and staff to get things done with the ability to motivate and manage both direct reports and matrix aligned staff to ensure successful outcomes.	Essential

Skills

Point	Criteria description	Essential/desirable
11	Strong interpersonal and negotiation skills with ability to build credibility and confidence in order to persuade and influence key senior stakeholders.	Essential
12	<p>Knowledge and understanding of technology systems, especially in areas related to infrastructure, integration, middleware and web services together with ability to interpret technical solutions, risks and issues and position/present business focussed proposals with excellent written and presentation skills demonstrated by the ability to;</p> <p>Create professional documentation to a high standard with attention to detail and desire for accuracy.</p> <p>Communicate, present and adjust to different audiences in high pressure situations.</p> <p>Analyse, interpret, disseminate and present complex, information clearly and concisely.</p>	Essential
13	Mature knowledge of Prince2 project management methodologies together with the ability to design and execute projects and provide, support, assurance and challenge with ease.	Essential
14	Strong problem-solving skills with the ability to think strategically and laterally whilst making considered and informed decisions. Experience of managing escalations	Essential
15	Excellent IT skills and ability to use Microsoft suite of desktop applications (including MS Project) amongst other systems as required.	Essential

16	Excellent time management skills and ability to work proactively with minimal day to day supervision.	Essential
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Our accreditations



Our accreditations include Disability Confident Leader, The Mayor's Good Work Standard, London Living Wage Employer, Stonewall Diversity Champion, and Employer with Heart.