

JOB DESCRIPTION

Job title:	Transformation Projects Director (Avon Riversides 2100)
Grade:	HOS
Managed by:	Director: Economy of Place
Responsible for:	1 x Senior Project Manager and responsibility for a large consultancy team
Directorate:	Growth and Regeneration
Service area:	Economy of Place

Purpose of the job

Job-specific
<p>Leading the southwest region’s largest ever flood resilience project, the Project Director is directly responsible for the effective planning, consenting, funding, and delivery of the council’s Bristol Avon Flood Strategy programme of works.</p> <p>The Project Director will also be directly responsible for managing the interfaces with services, programmes and projects, including spatial planning and development management, harbour operations, regeneration projects, city transport, other capital projects and the Bristol Temple Quarter and Western Harbour masterplans.</p>
Core
<p>To provide confident leadership and clear management across wide-ranging services so as to ensure the effective strategic development and operational delivery of those services.</p>

Key job outcomes

<p>1. Develop and maintain senior relationships with partner organisations including the project consultancy teams, Environment Agency, private funding partners, land and development interests, neighbouring local authorities, and the West of England Combined Authority.</p>
<p>2. To be a front-of-house project leader in public meetings, council meetings, stakeholder engagement and other meetings as necessary including with senior BCC Executives, Councillors, and senior representatives of external organisations.</p>
<p>3. Take ownership of the development and implementation of detailed funding strategies to collect funding contributions from a range of sources to enable the effective delivery of a programme of works including future phases and whole life costs.</p>
<p>4. Provide successful direction of programmes and projects (or a portfolio of related projects) on time, to budget and of the desired quality through effective application of the most appropriate programme and project management methodology/s.</p>
<p>5. Oversee the development of business cases and management of budgets effectively and in line with Bristol City Council and other funding providers financial procedures and regulations to within agreed tolerances and dealing with variances appropriately.</p>
<p>6. Oversee the development & submission of consenting applications including Transport & Works Act, Town & Country Planning, Marine Management Organisation and others as required.</p>
<p>7. Oversee & maintain a detailed, integrated, logical plan, often with complex interdependencies. Uses this effectively to deliver, evaluate, monitor and report on progress against agreed targets and to forecast delivery timescales, completion, resources and costs accurately.</p>
<p>8. Provide effective leadership to the programme or project team and consultancy teams, enabling them to successfully deliver their own work packages or projects – through ongoing support and guidance on all aspects of project delivery.</p>
<p>9. Effectively manage risk through analysis, mitigation, and contingency planning. Where appropriate the post-holder makes decisions to mitigate risk in consultation with other senior stakeholders.</p>

10. Set realistic goals, defines success criteria and agrees with key stakeholders, then monitors and reports delivery against this providing analysis and intelligence to support proactive troubleshooting in problem areas.

Core accountabilities

Focusing on the customer

Develops and embeds a culture that puts achieving outcomes for citizens and customers at the heart of what we do.

Leading one organisation

Works to create unity and coherence in service delivery.

Managing the political and stakeholder environment

Manages a complex stakeholder environment to get results.

Delivering results

Connects delivery on short-term objectives with progress towards long term outcomes.

Managing resources

Makes optimal use of radically limited resources and manages all finance and budgets to meet performance targets.

Building winning teams

Gets the very best from their people.

Collaborative working

Gets results through partnerships.

Communication and reputation management

Is an ambassador for the service and the Council.

Driving improvement & progress

Is an active source of innovation.

Promoting diversity

Understands the value of diversity and models good practice.