

Role Title: Energy & Innovation Project Manager

Department: Your Co-op Utility Solutions

About the role

Working within the Utilities Trading Group, the Project Manager is responsible for delivery of a programme of projects within the group, all aimed at innovating to help our member live socially responsible and low carbon lifestyles.

You will be required to manage projects from initiation to post go-live support as agreed with various Heads of across the group. Acting as the owner and curator of key new product developments relating to Energy and Innovation projects, ensuring rapid development of innovation projects from idea through to defined concept, implementation and hand over to BAU. Liaising with internal and external stakeholders to deliver high profile projects on time and to budget.

What you'll be doing

- Shape and delivering projects for each innovation proposition, ensuring that our products evolve into, and remain, market-leading alternatives with a co-operative point of difference
- Planning, management and delivery of business projects to time, budget, specification and quality;
- Support Sales with customer facing meetings where complex, high profile business sales deals are being negotiated to provide both project management and implementation expertise and confidence
- Proactively manage project risks, issues, assumptions, dependencies, and constraints
- Be accountable for end to end project management through analysis, definition, development, delivery, hand over to support and lessons learnt
- Ensure projects are scoped effectively with clear deliverables, quantifiable benefits and costs

- Proactively engage with project sponsor and all project stakeholders, establishing trusted relationships
- Effectively lead the collaboration of internal and external stakeholders to ensure appropriate input and outputs that are aligned to project targets
- Proactively plan and manage project resource requirements
- Establish positive working relationships with relevant suppliers
- Ensure strong communication plan is established for all projects
- Govern projects through defined processes including approval gates, go/no go criteria, project team meetings and Steering Groups
- Project managing any business readiness activity associated with your projects, including operational adoption and implementation into key systems
- Support front-facing departments (Service, Sales and Partnerships) with project management knowledge and expertise
- Maximise customer satisfaction ratings, and ensure a high standard of customer service is delivered

Internal and External Relationships

Internal:

- Product & Supplier Management
- Utilities Senior Management
- Customer Operations
- Commercial Operations
- Society Peers

External:

- Suppliers
- Strategic Partners
- Regulatory Bodies
- Industry Publications

About You & Behaviours

- Graduate calibre
- At least 4 years' experience in a project management role within energy, preferably new product development

- Experience of renewable energy and associated commercial requirements including in supplier selection
- Experience in the end to end project lifecycle from analysis and business case development through to post go live support
- Recognised Project Management qualification (PRINCE 2 or similar)
- Can build strong, secure relationships with a range of people at all levels in the organisation and able to engage senior stakeholders and quickly gain trust and respect
- Excellent written and verbal communication skills
- Comfortable with matrix management
- Self-starter – able to work independently
- Solution focused with strong problem-solving skills and overcoming obstacles
- Can focus on delivery alongside driving a high quality of work
- Strong planning and thinking skills
- Positive attitude to acquiring new skills
- Able to work well under pressure and to deadlines
- Flexible with work hours and visits to remote sites
- Can business cases and cost benefit analysis
- Has budget management and reporting skills for projects

Scope

Reports to (Job Title): Head of Product & Origination

Direct Reports: TBC

Budgetary Responsibility: Various dependent on project – ranging from £50k - £3m