

## Candidate Information

<b>Position:</b>	Strategic Project Manager
<b>School/Department:</b>	Finance and Resources VP Office
<b>Reference:</b>	26/113145
<b>Closing Date:</b>	Monday 16 February 2026
<b>Salary:</b>	£51,016 - £62,695 per annum
<b>Anticipated Interview Date:</b>	Thursday 5 March 2026
<b>Duration:</b>	12 months

### **JOB PURPOSE:**

To provide effective Project Management to multiple strategic projects that span across the University and support the effective delivery of Strategy 2030.

As a newly established Directorate, we are looking for experienced, highly motivated individuals to work collaboratively with senior stakeholders across the University to provide project management for our Strategic Projects. The postholder will manage multiple projects that are fundamental to our delivery of Strategy 2030, and these can range from co-delivery with government organisations to internal change programmes. Project Managers will be expected to adapt and tailor their expertise to changing demands and stakeholder groups as appropriate.

Strategic projects will be at various stages of delivery and the Project Manager will lead on the planning, execution and delivery to time, cost and maintain scope by coordinating resource, managing timelines, and ensuring alignment with our organisational goals. They will be required to identify issues, trends and problems that will have a university wide impact, and implement the mitigations as agreed by senior management boards. Given the strategic nature of the projects, the post holder will be expected to communicate and manage relationships with senior stakeholders, to whom they will be accountable.

This role requires excellent inter-personal skills working across specialisms in the University and to be confident in answering and challenging senior leadership. The Project Manager will be expected to report to senior leadership committees with accurate, up to date information that is clearly understood and will be required to work collaboratively across both academic and professional services, at senior levels, to solve problems.

We require an individual who is enthusiastic about growth and development and will help to build and support our developing project management community by sharing best practice, exploring new ways of working and providing opportunities for mentoring and personal growth.

### **MAJOR DUTIES:**

1. Provide specialist project management expertise to scope projects being delivered as part of Strategy 2030. This includes defining measurable project benefits in line with the strategic goals of the University.
2. Work closely with University Senior Leadership and support them in their roles as SROs of major projects, providing them with up-to-date information and using project experience to highlight risks and issues and recommendations for mitigations.
3. Work with the Strategy PMO team to ensure collaborative delivery of shared strategic objectives, including regular reporting on progress to the University senior management team.
4. Support colleagues from various Schools and Departments across the University with Business Case development in line with industry best practice standards.
5. Develop and implement appropriately detailed project plans, identifying key milestones, dependencies and resources required to ensure successful delivery.

6. Manage and track of benefits realisation for projects to ensure they can deliver on the strategic vision for the University and recommend project closure if benefits are unlikely to be realised.
7. Evaluate progress against the project plan, identify and, where appropriate, escalate emerging risks associated with the project and develop and implement strategies to manage these.
8. Assess and manage the impact of change requests or modifications to agreed deliverables.
9. Work within University governance structures to support decision making, including setting up and running appropriate project governance structures.
10. Prepare and present appropriately detailed, accessible reports on overall project performance and progress. Deliver briefings for internal and external senior stakeholders.
11. Ensure that project scope remains in line with longer term goals for the University, ensuring dependencies are understood and project plans feed into broader operational planning.
12. Manage complex stakeholder relationships, both from senior leadership within the University to government organisations and trade unions.

**ESSENTIAL CRITERIA:**

1. Practitioner level in at least 2 relevant project management qualifications (PRINCE2, Agile, MOP etc); AND Significant experience in project management roles, preferably in a university or public sector setting.
2. Significant experience of successful delivery of high-profile projects which have a high risk to reputation and/or value over £1m.
3. At least one example of successfully implementing a change programme across multiple departments or business functions.
4. Management of a complex stakeholder landscape, with both internal and external stakeholders.
5. Development of Business Cases and an awareness of industry best practice.
6. Upskilling and support of colleagues in project management activities.
7. Working within complex governance structures to ensure decision making and accountabilities are clear.
8. Leading workshops with a diverse range of stakeholders to agree actions and activities.
9. Knowledge and experience of using of Project management software and tooling.
10. Team working, leading lessons learned exercises and sharing best practice.
11. Development of best practice tools and templates for project management.
12. Good oral and written communication skills, with analytical reasoning to highlight key issues and risks.
13. Stakeholder management at all levels of the organisation.
14. Ability to work across academic and professional disciplines,

**DESIRABLE CRITERIA:**

1. A degree and/or post graduate or professional qualification (or equivalent) in a relevant subject.
2. Experience of delivery of projects with both financial and non-financial benefits.
3. Evidence of managing, forecasting, re-profiling and controlling budgets and resources and an understanding of financial management procedures.
4. Has led procurement exercises to support project activity.
5. Development of Business Cases to Green Book Standards.
6. Working within an education, third or public sector setting.
7. Evidence of successfully implementing at least 2 cross department/faculty change projects.
8. Successful delivery of projects at all stages of the lifecycle; from initiation to benefits realisation.
9. Successful delivery of stakeholder engagement exercises in a transformational project.

**ADDITIONAL INFORMATION:**

Informal enquiries may be directed to: Laura Vannucci - l.vannucci@qub.ac.uk