

Projects – Manager

Job Code: RM00180

Role Purpose

The role holder managing key projects ensuring new programmes are effectively commissioned and resourced, enabling the team to meet both internal and national priorities. By coordinating complex projects and supporting strategic planning, the role directly contributes to increasing the supply of affordable homes, including social rent, shared ownership, and supported housing.

The role consistently demonstrates and embeds the values and behaviours in daily work, contributing to a positive and inclusive culture.

Responsibilities

- Manage a portfolio of complex, long-term business development projects, ensuring strategic alignment and delivery.
- Lead project planning and commissioning to ensure programmes are resourced and positioned for success.
- Support multi-agency and cross-departmental collaboration to enhance project outcomes and shared goals.
- Identify and address barriers to project success, leveraging opportunities to improve delivery.
- Analyse local intelligence and integrate insights into project briefs and planning.
- Provide high-quality analysis and briefings to senior leaders to inform strategic decisions.
- Produce clear, accurate project documentation to track progress and manage risks.
- Communicate effectively with internal and external stakeholders, including Government departments.
- Present project updates and recommendations to senior audiences across the Agency and the wider government.
- Foster collaborative working relationships across the Directorate and wider Agency teams.

Additional information

Qualifications, knowledge and experience

- Degree-level qualification or equivalent experience in a relevant field.
- Proven experience in project management and strategic business planning.
- Strong track record of stakeholder engagement across internal teams and Government bodies.
- Familiarity with housing sector regulations and development processes.
- Understanding of Government housing objectives and policy landscape.
- Experience in programme and performance management.
- Ability to analyse complex information and present it clearly to senior stakeholders.
- Knowledge of multi-agency working and cross-functional collaboration.
- Experience of working in a dynamic environment with shifting priorities.

Job Function / Family

Property & Construction Projects : We oversee project delivery of complex capital infrastructure and construction projects. Our roles are either directly responsible for the end-to-end delivery of a project or are responsible for funding (via financial interventions including grant and hybrid grant), monitoring, contract management and supporting project delivery via our partner organisations under funding agreements. We play a key role in governance and assurance, collaborating with stakeholders to drive delivery against clearly defined outcomes that are achieved within the agreed time, cost, and quality constraints. Roles managing financial interventions apply their specialist, technical knowledge in multi-disciplinary teams to support housing, regeneration and infrastructure projects, including change management & contractual variations, carrying out viability appraisals, due diligence and

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clawback assessments, assessing funding packages to ensure infrastructure, housing and regeneration outputs are delivered. These roles have a key role in the budget management and delivery of national programmes and portfolios, including inputting via a “feedback loop” supporting the contracting of new business.

Role Classification

Job Level

Level 15

Values and behaviour framework

Leaders / aspiring leaders

Additional behaviours aspired to by colleagues who have direct reports or are responsible for leading work through others (i.e. managers, project leaders, those who own an area of technical expertise)

Legend



Low priority



Normal priority



High priority



Not assessable

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