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| **Job Title:** | Product Development and Sustainment Programme Manager | **Job Holder:** | TBC |
| **Division:** | Maritime Solutions | **Dept/Sector:** | Ship and Fleet Protection |
| **Grade:** | PC | **Skill Group:** | Project Management |

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| **Job Purpose:**  |
| The Ship and Fleet Protection Business Area develops and deploys SEA’s torpedo and decoy launching solutions for the Royal Navy and many other Navies worldwide. Long term contracts include design and development to continually evolve the core systems capabilities as well as coordination of supply chain and manufacturing, through to installation and system acceptance.Recent contract awards have led us to focus more on common product offerings and fewer bespoke/contract-specific products.The Product Development and Sustainment Programme Manager leads and manages the development and enhancement of the torpedo launchers, ensuring the products are enhanced in a controlled way, addressing the addition of new features and managing obsolescence. This role will play a key part in the definition of the torpedo launcher strategy, be a skilled influencer, able to develop business and maintain excellent customer relationships (both internal and external). They shall consistently deliver promised business results.  |
| Key aspects of the role include:* Manage product developments, these could be funded by customer programmes, projects, tasks and work packages or equally through private venture (PV) funding
* Take responsibility for the outcomes, budget, quality and timescales of product releases
* Act as the customer-facing project managers’ supplier and internal point of contact
* Provide effective and wide-ranging leadership in product team and beyond, engendering team spirit, developing teams and focusing effort on delivery of common goals
* Leverage a deep understanding of SEA's business and technology to add value in how products are delivered through effective planning, risk and opportunity management and issue handling.
* Operate in line with SEA's business management system and actively champion the improvement of working processes in line with industry best practice and cutting-edge developments.
* Drive continual improvement within the product team, gathering lessons and reducing waste.
* Commit to personal continued professional and competence development.

Travel may be required to visit other SEA sites as well as customer and supplier premises both in the UK and abroad. |
| The jobholder will be expected to:* Achieve budgeted performance of their product development programmes and constituent projects, monitor progress against targets, providing detailed forecast updates, initiate actions to work within budgeted constraints and effectively manage all associated risks and opportunities
* Manage stakeholders effectively, maintaining and developing cooperative and constructive relationships with project managers, customers, suppliers and SEA staff
* Contribute to the development of business winning proposals for high value and complicated projects.
* Deliver and plan product development and enhancement projects and programmes effectively and professionally in accordance with industry best practice and SEA’s management system
* Be highly skilled in handling of issues, including leading the team in problem solving.
* Achieve high levels of staff engagement and ensuring team members are aware of and understand their priorities, scope of work, acceptance criteria as well as the relation of their work to project strategy, aims, objectives and business case.
* Enable the team to continually improve by removing impediments, capturing lessons and reviewing delivery outcomes.
* Line Manage product team staff, as required, setting SMART objectives, monitoring performance, developing personal development plans and conducting annual staff appraisals
* Develop personal competence and capability within the discipline of Project Management in accordance with the guidelines of the APM.
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| **Operational Standards and Objectives:** |
| * Achievement against business budgets and forecasts
* On time delivery, to required quality and within budget consistently employing effective risk control and opportunity exploitation
* Ensure a high degree of customer satisfaction – both internally and externally.
* Operate in accordance with company processes and guidelines. Proactively champion and lead the way in continual improvement.
* Ensure the team are well administered and supported to have a high degree of satisfaction from working within the job holders’ projects.
* Ensure stakeholder satisfaction through clear and honest communication provided in an appropriate and timely fashion.
* Actively driving for the highest level of personal development such as professional registration or actively working towards similar level qualifications.
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| **Experience and Qualifications:*** Experience of managing complex product/systems developments through the full product lifecycle
* Experienced in risk and opportunity management
* Expert in configuration management
* An excellent communicator and able to demonstrate both effective change and conflict management with highly developed influencing skills
* Proven in-depth knowledge and experience of all phases of a project from inception, planning and organisation, monitoring and control, closure in the military environment
* Deep knowledge of the full range of project management competencies including financial management, risk and opportunity management and supplier and subcontractor project management
* Hands-on experience of working with project management tools, such as Microsoft Project, risk registers, etc. including the ability to use advanced features when necessary
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| Reporting LineThe jobholder will report to the Head of Ship and Fleet Protection |
| Job LocationThe job will be located in the Barnstaple Office, with hybrid working patterns available. Typically 3 days in the office and 2 days working remotely (home or other site). |