**Head of Digital**

**Salary: £60,000 to £65,000 per annum depending on experience**

**Permanent, Full time - 35 hours per week**

**Location – Princes Risborough, Buckinghamshire, HP279LE**

*We’re Association for Project Management (APM). We’re a professional membership organisation that sets the standards for the project profession. As a registered charity, we reinvest our surplus for the benefit of our members and the profession. We deliver education and develop qualifications. We conduct research and provide knowledge and resources. We run events and share best practice. We give people the opportunity to connect and provide community for our individual members and corporate partners, wherever they are. Above all, when doing so makes a difference, we challenge the status quo*

We have a fantastic opportunity at the Association for project Management (APM) for a Head of Digital to join our IT department. Reporting to the Director of Technology, you will act as the product owner for APM digital services, proactively working with internal and external stakeholders to understand business requirements and user needs.

You will create and maintain a holistic understanding of the interdependencies and interrelations with APM products, services and business processes and be the voice of the customer; Shape the future direction of our digital products and services ensuring they meet customer expectations

You will also work with external development teams and internal project teams to ensure direction for agile digital product development is clear and understood by all and own the development of the digital product strategy and roadmap, working with business owners to prioritise epics and feature development.

Excellent communication, written and verbal as well as experience of facilitating workshops are key to the success of this role.

**Qualifications**

* Relevant professional qualifications

**Experience**

* 5 years’ experience in a similar role
* Experience in cross-organisational prioritisation of requirements with multiple stakeholders
* Experience of current project management processes and practices including agile methodologies
* Understanding of business analysis processes and technical delivery management practices

**Skills**

* Experienced at working with a range of delivery teams from technical experts in IT to end users
* Excellent management and collaboration skills and flexible approach to work and problem solving

**Why APM?**

APM is chartered. We’re the only chartered organisation representing the project profession, anywhere in the world. We know that better project delivery is about achieving your desired outcome. We believe that doing so is about so much more than process alone. We’re champions of the new. There has never been a more important time for debate, so naturally we’re at the heart and helm of that too. In a complex and shifting world, we’re helping the project profession deliver better.

**If you are interested in this opportunity and feel you have the necessary attributes, skills, and expertise for the role, please send your CV and covering letter to e-mail:** **recruitment@apm.org.uk** **closing date 25th October 2021 @ 9am**

***Main benefits at APM:***

* 25 days holiday (excluding all public holidays). This increases with length of service – by one day after four years’ service, then another day every other year, to a max of 30 days per year).
* Private healthcare and dental cover is available after completion of six-month probationary period. APM pays the premium for the employee. This becomes a 'benefit in kind’.
* Pension scheme offered in line with auto enrolment. APM can contribute up to 7% of your salary depending on your own contribution. APM will contribute a minimum 4% of your salary. The pension scheme is available as a salary sacrifice.
* There is a sick pay scheme which pays up to 30 days (pro-rated for part time employees) full pay for sickness absence in a rolling 12-month period, payable after probationary period.
* Life assurance at four times the salary.
* Salary sacrifice schemes – cycle to work scheme, additional annual leave (up to 10 days), and pension scheme.
* Free parking – this is not guaranteed.
* Employee Assistance Programme
* Performance Related Pay (PRP) scheme. The discretionary bonus will take account of individual performance as well as APM’s overall financial performance
* One volunteering day per year