

Job Description

Role Title	Programme manager, Northern Ireland
Job Family & Category	Project/programme management; Programme manager
Team	NI
Line Manager	Head of operational delivery, Energy
New/ Existing Role	Existing
Perm/ Fixed Term	Permanent
Job Purpose	<p>The purpose of this role is to lead and enhance Energy Saving Trust’s work in Northern Ireland to support decarbonisation and the alleviation of fuel poverty by:</p> <ul style="list-style-type: none"> ▪ Engaging with local and central government departments, NGOs and other key stakeholders. ▪ Providing high-level oversight and driving management of the Northern Ireland Sustainable Energy Programme (NISEP). ▪ Identifying and developing opportunities in Northern Ireland.
Resource and Management Responsibilities	<ul style="list-style-type: none"> ▪ Budget/ Equipment Responsibilities – £8-10M ▪ People Responsibilities – Line management of assistant programme manager and project manager; current team of seven. ▪ Contractor Responsibilities- Independent Surveyor Auditor and NISEP Primary Bidders
Key responsibilities	<ul style="list-style-type: none"> ▪ Build strategic partnerships with government bodies and other key stakeholders to support and inform energy policy and delivery. ▪ Oversee multi-million-pound programmes, ensuring they align with energy efficiency and decarbonisation goals. ▪ Specifically, oversee NISEP delivery, ensuring it meets obligations and strategic goals. ▪ Develop projects, aligning them with strategic priorities. ▪ Represent Energy Saving Trust in Northern Ireland, engaging in media and public speaking and briefing government officials. ▪ A willingness to learn about, engage with and support our efforts to become a more diverse, inclusive and equitable organisation.

<p>Knowledge, skills, and qualifications required</p>	<p>Essential:</p> <ul style="list-style-type: none"> ▪ Demonstrable ability in programme management. ▪ Expertise in grant programmes, systems and processes, and extensive experience in managing grant programmes and teams. ▪ Experience in managing staff and budgets, leading teams and effectively managing resources to achieve operational and strategic objectives. ▪ Exceptional relationship-building and influencing skills, particularly with government stakeholders in an NI context. ▪ Knowledge and understanding of NI Executive departments and energy policy. ▪ Strategic planning, leadership and decision-making abilities. ▪ Strong financial and commercial management skills. ▪ Well-developed communication skills, both written and verbal. ▪ Proven track record with demonstrable success in delivering results that contribute to organisational mission. ▪ Demonstrable expertise in managing programme delivery through contractual relationships. ▪ Experience of evaluating and monitoring the delivery of schemes. ▪ Experience in managing change within complex, multi-stakeholder environments.
	<p>Desirable:</p> <ul style="list-style-type: none"> ▪ Experience of working with NI Government and the public sector. ▪ Experience in relevant programme management role in Government, corporate, NGO or similar environment.