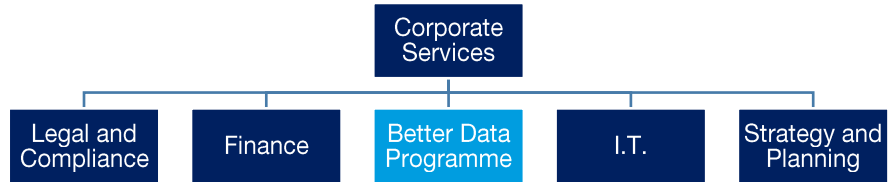
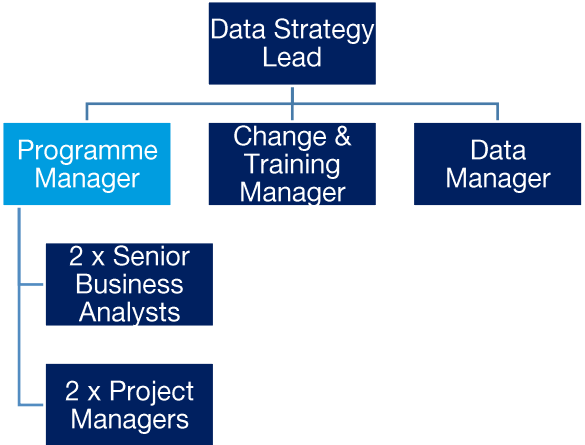


<p><b>Job Title</b> Data Programme Manager</p>	<p><b>Directorate and team</b> This role sits in the <b>Data Programme Team</b> in the <b>Corporate Services Directorate</b></p>
<p><b>Key focus of the role</b> The role oversees our ambitious and established Better Data Programme, which is delivering master data management, insight and analytics tools, and new customer-facing technologies, ensuring Diabetes UK can meet their strategic aspirations. Initiatives are having a charity-wide impact and are driving major improvements to our ways of working across the organisation.</p>	<p><b>Department</b></p>  <pre> graph TD     CS[Corporate Services] --&gt; LC[Legal and Compliance]     CS --&gt; F[Finance]     CS --&gt; BDP[Better Data Programme]     CS --&gt; IT[I.T.]     CS --&gt; SP[Strategy and Planning]         </pre>
<p><b>Key deliverables</b></p> <ul style="list-style-type: none"> <li>Ensure timely and accurate reporting to the Programme Board, and corporately as required, on delivery and progress in a consistent and engaging way.</li> <li>Owning programme blueprint / target operating model and ensuring this is consistently mapping to project deliverables, requirements, adoption and change and training approach, to ensure the required change is fully embedded.</li> <li>Proactively managing dependencies between projects, co-ordinating and managing risks and issues to ensure the programme's successful outcome.</li> <li>Owning the tracking and measurement of benefits against agreed timescales and budgets.</li> <li>Supporting project delivery where appropriate</li> </ul>	<p><b>Job and reporting Line</b></p>  <pre> graph TD     DSL[Data Strategy Lead] --&gt; PM[Programme Manager]     DSL --&gt; CTM[Change &amp; Training Manager]     DSL --&gt; DM[Data Manager]     PM --&gt; SBA[2 x Senior Business Analysts]     PM --&gt; PMgr[2 x Project Managers]         </pre>
<p><b>Contractual information</b></p> <ul style="list-style-type: none"> <li>Contract type: Fixed-term 18 months</li> <li>Hours: 35 (full-time)</li> <li>Pay range: Band 4</li> </ul>	
<p><b>Key working relationships internal</b> Line management of two Senior Business Analysts and two Project Managers. Better Data Programme Team, Strategy &amp; Planning team, Better Data Programme Board, Project Steering Groups and Teams,</p>	

<p>Information Technology, Digital teams, Business Support, other business analysis and project management roles across the organisation.</p>	
<p><b>Key working relationships external</b> Project and programme contractors, wider project and programme manager communities of practice.</p>	

All jobs at Diabetes UK are based on our competency framework called the **What-How Framework**. In the following sections we've listed:

- the key activities you'll undertake (**the What**) and
- the skills, knowledge, experience and behaviours you need to be successful in this role (**the How**).

**Key activities – What you need to do**

Delivering Strategy	Improving Delivery	Making Change Happen	Collaborating with Colleagues
<p>1. Support the Data Strategy Lead and Director of Corporate Services in the delivery of our data strategy to enhance the ability Diabetes UK to realise its strategic outcomes. For example, to drive insight and better decision making or, through its strategic marketing approach, to engage better with its beneficiaries and supporters</p> <p>2. Ensure that the principles of the data strategy are embedded in our reporting, benefits tracking and success criteria.</p>	<p>3. With the two project managers in your team, support and co-ordinate the delivery of multiple complex projects using efficient and corporately aligned programme management approaches (S)</p> <p>4. Understand the wider context of the evolving opportunity and risks of programme implementation and link across key stakeholders, steering groups and programme board to help ensure benefits are maximised. Ensure dependencies between the projects and other work are identified, understood and appropriately managed</p> <p>5. Improve, develop and support appropriate governance to help ensure the Programme is delivered successfully.</p>	<p>6. Operate as a critical friend to workstream leads to help ensure that agreed deadlines are met and resource and budgets are appropriately managed.</p> <p>7. Support the data strategy lead to tackle risks and instigate work where there are additional opportunities.</p> <p>8. With the two Senior Business Analysts in your team, own the tracking and measurement of benefits against agreed timescales and budgets.</p>	<p>9. Ensure key stakeholders, relevant teams and workstreams are aligned through regular and engaging communication with key colleagues at all levels (S)</p> <p>10. Work with relevant colleagues to support change management goals e.g. training plans, developing competencies and adoption</p>

**Skills, knowledge, experience and behaviours – How you need to do it**

Delivering Strategy	Improving Delivery	Making Change Happen	Collaborating with Colleagues
<ol style="list-style-type: none"> <li>1. Lead two Senior Business Analysts to refine and own the programme blueprint / target operating model and ensure this - and wider Data Strategy Principles - are embedded in our project deliverables, requirements, and transition to service.</li> <li>2. Apply an understanding of data and technology driven change programmes to help realise the programme goals</li> <li>3. Provide oversight and leadership to the programme of work to ensure that operational decisions are linked to strategic considerations</li> </ol>	<ol style="list-style-type: none"> <li>4. Demonstrate a knowledge of and a passion for delivering successful change through proportionate programme management</li> <li>5. Use appropriate programme management approaches, including aspects of agile, to ensure that there is economy, clarity and consistency across the Programme</li> </ol>	<ol style="list-style-type: none"> <li>6. As Programme Manager, be able to guide and support other colleagues to ensure timely, quality decisions are made.</li> <li>7. Use review and feedback approaches to support learning. Where appropriate, ensure the Programme acts as a cross organisational exemplar for learning and continuous improvement.</li> </ol>	<ol style="list-style-type: none"> <li>8. Communicate effectively to both technical and non-technical audiences to deepen the necessary buy in and engagement to deliver change successfully.</li> <li>9. Engage with senior stakeholders in different parts of the organisation to remove barriers and drive delivery.</li> <li>10. Influence and be persuasive in delivering key messages to stakeholders both externally and internally</li> </ol>

**Qualifications – Qualifications you need to carry out this role**

Prince2 or MSP trained (Desirable)

Agile project / programme management approaches (Desirable)