

ASSOCIATE DIRECTOR ROLE PROFILE

Summary

The Associate Director is a member of the Blueprint leadership team responsible for delivering complex and exciting projects on behalf of our clients as well as developing and growing capability areas and key accounts within Blueprint. The post holder will be a dynamic leader who is able to communicate effectively at all levels and be able to interpret requirements and think objectively in order to implement innovative solutions.

In this role, the post holder will be providing expert consultancy services as well as managing customer accounts, leading a team and helping to grow capability areas within the business. Due to the wide scope of this role, the post holder will need to possess a strong capability in project delivery and consultancy services as well as skills in business development, account management and team leadership.

At Blueprint, our values are at the core of everything we do - we eat, sleep and breathe them - which means they are implicit. We encourage our people to embrace these values and apply them both when working with the wider team and delivering client projects.



INTEGRITY

We do the right thing by our clients and our people



NURTURE

We nurture our team and care about our clients and our legacy



CURIOSITY

We're never afraid to question and we're always hungry to learn, innovate and improve



AMBITION

We are ambitious for our clients and our people, committed to growing the right way



Key Features of the role:

Within the business, the post holder will be an expert in their field in one of the following discipline areas and will have significant experience and technical capability in the other areas of:

- ✓ PROJECT CONTROLS MANAGEMENT
PROJECT PLANNING
- ✓ CHANGE MANAGEMENT
- ✓ ESTIMATING
- ✓ REPORTING AND DATA ANALYTICS
- ✓ COST CONTROL
- ✓ PROJECT, PROGRAMME & PORTFOLIO
MANAGEMENT (P3M)
- ✓ RISK MANAGEMENT
- ✓ COMMERCIAL MANAGEMENT

The post holder will be expected to lead work either on Blueprint delivered consultancy services or be in a leadership role as part of a client team when necessary.

Projects are varied and often challenging and the post holder needs to be able to demonstrate the company values through effective leadership and interpersonal skills to ensure that they and the team uphold Blueprint values at all times to ensure the best possible service is provided.

In addition to client delivery, the post holder will be responsible for managing client accounts, managing bids, developing capability areas and providing leadership to a consultancy team.

The post holder will have specialist knowledge of the market and will keep abreast of relevant legislative changes, industry issues and developments in best practice. The post holder will collaborate with other disciplines and teams within the company.

Knowledge & Attributes

To work with Blueprint in this role it is a requirement that the post holder can demonstrate the following;

- ✓ EXTENSIVE EXPERIENCE IN A PROJECT DELIVERY ROLE
- ✓ EXCELLENT LEADERSHIP SKILLS
- ✓ EXCELLENT COMMUNICATION AND STAKEHOLDER MANAGEMENT SKILLS
- ✓ FULL UNDERSTANDING OF PROJECT LIFECYCLES FROM INCEPTION THROUGH TO CLOSE OUT
- ✓ SUBJECT MATTER EXPERT IN ONE OR MORE OF THE AREAS OF PROJECT CONTROLS, PROJECT MANAGEMENT OR COMMERCIAL MANAGEMENT.
- ✓ FULL UNDERSTANDING AND PRACTICAL APPLICATION OF A BUSINESS SALES PROCESS
- ✓ STRONG UNDERSTANDING OF THE WIDER BUSINESS MARKET FOR THEIR AREA OF EXPERTISE
- ✓ LEADING ORGANISATION TRANSFORMATION/CHANGE PROGRAMMES
- ✓ HIGH LEVEL OF KNOWLEDGE AND APPLICATION OF PROJECT MANAGEMENT SOFTWARE AND TOOLS
- ✓ HIGH LEVEL OF UNDERSTANDING OF COMMERCIAL ARRANGEMENTS ON PROJECTS OR IN BUSINESS
- ✓ EXCELLENT CUSTOMER FOCUS

Qualifications & Experience

- ✓ MINIMUM OF HNC/HND IN A RELEVANT DISCIPLINE OR DEMONSTRABLE EQUIVALENT EXPERIENCE
- ✓ EXPERIENCE OF MANAGING MULTI-DISCIPLINARY TEAMS
- ✓ WORKSHOP FACILITATION EXPERIENCE
- ✓ APM QUALIFICATION, MRICS OR EQUIVALENT
- ✓ ACCOUNT MANAGEMENT EXPERIENCE
- ✓ ABILITY TO WIN REPEAT WORK BUT ALSO TO DEVELOP RELATIONSHIPS WITH NEW CLIENTS TO SUCCESSFULLY ACHIEVE NEW BUSINESS
- ✓ APPRECIATION OF CLIENT'S BUSINESS DRIVERS AND COMMERCIAL INTERESTS
- ✓ POSSESS A NETWORK OF CONTACTS AND BUILD UP SEVERAL KEY RELATIONSHIPS IN THEIR SPECIALIST SECTOR
- ✓ ABILITY TO EFFECTIVELY AND COLLABORATIVELY RESOURCE PROJECTS

