

Project Manager (Technology and Innovation)

Salary: £30,000 - £42,800, depending on experience

FTE: 1 (37.5 hours/week) - requests for flexible working will be considered

Contract Type: Permanent, full-time

Location: Primarily home-based (laptop and phone will be provided), with regular travel to FIS360 Ltd's Penrith office, and to meetings/events in West Cumbria, and occasionally throughout the UK.

Do you want to play your part in some of the greatest environmental and scientific challenges of our time?

Can you support creative problem solvers and drive forward new ideas?

Are you an energetic self-starter who wants to work with a supportive and close-knit team?

If so, we want to hear from you.

The innovation programmes we deliver are finding cutting-edge solutions to overcome some of the most complex challenges in the nuclear sector. And it will be your job to understand and articulate these challenges, find solutions, and support innovators in technical project delivery.

We want you to bring your passion for innovation, your scientific or engineering knowledge and your project management skills to work on projects across programmes including Sellafield's Game Changers, the National Nuclear Laboratory's Open Nuclear, and others as we grow. We'll also want you to help innovators on these programmes find funding and commercialisation opportunities to bring their solutions to market.

As a valued member of our team, you will benefit from:

- An exciting, positive, creative, challenging and rewarding place to work
- A competitive reward package with annual bonus reviews based on company performance
- A generous 34 days of combined annual leave and public holidays entitlement
- Support to nurture your talent and reward success through an annual development and training review process

FIS360 are a dynamic and agile SME, meaning you will have the opportunity to make a significant impact from day one. Whilst we're small, our influence is large, and the environment is fast-paced and exciting. You can expect no two days to be the same.

Priority setting will be under the direction of the management team of FIS360. The post-holder must be highly motivated, resilient and willing to be flexible and adapt to support the needs of the business.

The role will provide significant training and development opportunities including access to bespoke commercialisation and innovation training and other relevant courses. Mentoring from experienced commercialisation project managers will be provided, with opportunities to shadow and gain experience before taking responsibility for project delivery.

Job offers will be subject to achieving suitable levels of security clearance.

Informal enquiries about this post can be made to: Jo Tunney, Programme Manager, FIS360 Ltd jo.tunney@fis360.com.

To apply for this role, please submit a CV and a cover letter providing evidence of how you meet the person specification to Deborah Bowering, Operational Manager, FIS360 Ltd, by email to deborah.bowering@fis360.com. CVs should be no more than 2 pages in length.

Overall aims

FIS360 are the delivery partners for a number of innovation programmes, including the Game Changers nuclear innovation programme, Createc's Fusion initiative, and the National Nuclear Laboratory's Open Nuclear programme.

This role will be focussed on innovation programme delivery, with key activities including:

- Helping to identify and communicate innovation challenge opportunities
- Project management of feasibility and proof of concept projects being conducted by research organisations and companies developing new technologies to meet innovation challenges (solution providers)
- Supporting solution providers to build their business cases, identify funding and commercialisation opportunities
- Supporting development and delivery of FIS360's online innovation and commercialisation platforms used to manage a range of core project and programme activities

Key responsibilities

1. Work with challenge owners to identify, define and publicise open innovation challenge opportunities
2. Establish, implement and maintain effective project communication plans between all partners
3. Ensure projects are delivered within scope, on time and to budget, holding partners to account for their deliverables
4. Make sure all documentation and records are up to date for project reporting and forecasting, and facilitate change requests when required
5. Manage the application and funding process, and provide feedback to applicants
6. Support solution providers to identify funding and commercialisation opportunities
7. Carry out post-project evaluation and implement learning from successful and unsuccessful projects
8. Participate in external events, conferences and trade shows to raise awareness of innovation programmes delivered by FIS360 Ltd, supporting the development of the business and future growth
9. Work in accordance with FIS360's ISO9001 and ISO14001 certified environmental and quality managed system and propose and implement continuous improvement
10. Engage in activities outside of the core job role to support other members of the FIS360 team when required

Person Specification (E = essential, D = desirable)

- E1. Educated to degree level in a science, technology or engineering discipline
 - E2. Excellent written and oral communication skills
 - E3. Proven project coordination skills
 - E4. Effective team working and strong interpersonal skills with the ability to develop and maintain excellent working relationships
 - E5. Strong data management practice and ability to handle sensitive data
 - E6. Ability to work confidently and sensitively with stakeholders from a range of different organisations, sectors and levels of seniority with an understanding of different project stakeholder perspectives and needs
 - E7. Good attention to detail
 - E8. Effective at organising a complex workload
 - E9. A critical thinker with strong problem-solving skills
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- D1. Educated to PhD level in a science, technology or engineering discipline
 - D2. Industrial experience or experience of working with industrial partners
 - D3. Experience within the nuclear sector
 - D4. Experience working in technology innovation