

Business Transformation Partner

Within the **Business Growth & Transformation** service.



SALARY

Up to £32,015

RESPONSIBLE FOR

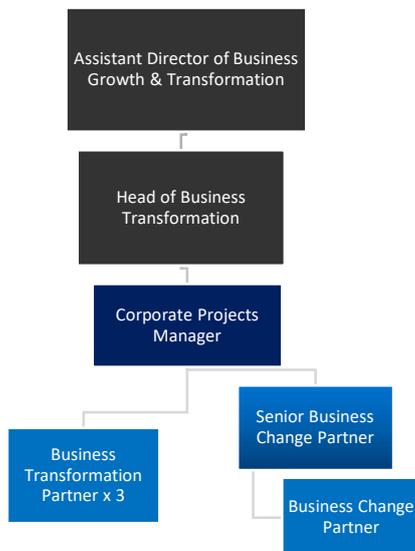
N/A

RESPONSIBLE TO

Corporate Projects Manager

CORE PURPOSE

To enable effective/project change management in order to deliver Stockport Homes Group's business transformation projects.



The Business Transformation Partner (BTP) will contribute to the delivery of the Stockport Homes Group Business Transformation through the delivery of effective business focused project management and change management techniques.

Project activities include preparation of project workbooks (including plans, actions, communications plans, risks and issue documentation). The BTP will also lead and delivery of projects determined appropriate to the role. Other project management activities will include working with the business owners to shape the Project Case/justification, as well as liaison with suppliers and stakeholders to ensure the successful delivery of projects at the right cost, time and quality.

The BTP will also support how change is delivered by providing coaching and support on the project management framework, as well as ensuring relevant project information is effectively communicated to all stakeholders.



PENSION

Access to a Social Housing Pension Scheme (SHPS).



GENEROUS ANNUAL LEAVE ENTITLEMENT

25 days, increasing to 27 days after 5 years' service



HEALTH CASH PLAN

Claim back a proportion of your everyday healthcare and medical expenses



RETAIL DISCOUNTS

Access to a wide range of discounts to provide savings on food and shopping



FLEXIBLE WORKING

Flexible working arrangements ensure you can achieve a healthy work life balance



WORK PATTERN

Full Time | 37 hours

RESPONSIBILITIES: *The Business Transformation Partner will...*

- ✓ Contribute to the delivery of Business Transformation through a highly effective and customer focused Project Management Service
- ✓ Lead on and deliver projects (as deemed appropriate)
- ✓ Research and apply good practice in similar projects/transformation change projects
- ✓ Provide effective liaison and communication between users, stakeholders and suppliers, as well as highlighting, addressing or escalating issues as appropriate
- ✓ Contribute to an effective, informative and engaging range of communications to maximise the adoption of change projects
- ✓ Provide an effective project link/contact point between the business leads and other teams / consultants / organisations
- ✓ Summarising and facilitating change/project activities
- ✓ Encourage the establishment and engagement of an effective 'One Team' approach within projects to ensure people are working effectively together at all times
- ✓ Contribute towards any review and further development of the project/change management tool kits
- ✓ Be aware of and keep abreast of activities, plans and challenges that could impact upon the Service, the Group or its customers, ensuring that appropriate issues are logged and escalated
- ✓ Undertake appropriate duties as determined by the Head of Business Transformation / Corporate Project Manager
- ✓ Deputise for the Corporate Projects Manager (as required)

STRENGTHS: *The Business Transformation Partner will deliver key responsibilities by...*

- ✓ Excellent communication and inter-personal skills
- ✓ Ability to set clear expectations with project stakeholders
- ✓ Ensuring things happen in a timely manner and managing time effectively
- ✓ Prioritising, organising and keeping focus
- ✓ Working on own initiative and making decisions
- ✓ Keeping people's attention whilst undertaking project activities
- ✓ Maintaining high standards at all times
- ✓ Thinking rationally and logically and asking appropriate but challenging questions of various stakeholders
- ✓ Co-operating and working well with others in the pursuit of team goals, sharing information and supporting others

REQUIREMENTS: *The Business Transformation Partner must have...*

- ✓ Industry certificated Project management qualification (e.g. Prince2 Practitioner, APM (PMQ) or equivalent) or have relevant professional experience
- ✓ Sound experience and/or understanding of project management approaches and applying this knowledge
- ✓ Ability to manage and maintain projects and change documentation, ensuring that these are accurate, kept up to date and to a high standard
- ✓ Ability to maintain a high level of attention to detail whilst working under pressure and working to agreed standards and deadlines
- ✓ Strong interpersonal/communication skills including the ability to influence and negotiate, as well as the confidence to challenge key stakeholders involved in projects
- ✓ Ability to build and maintain trust with service users, managers, consultants and stakeholders at all levels
- ✓ Ability to seek out information to enable problem solving and decision making, consulting as necessary
- ✓ Ability to manage project costs within budget, delivering the outcomes set out in the project case/justification
- ✓ Ability to look for and identify synergies, linkages and resource constraints across multiple projects.
- ✓ Knowledge and experience in using Microsoft Office
- ✓ Ability to coach and support users on project/change management techniques that can help to ensure successful outcomes in projects

VALUES: *The Job Title will role model core values...*

Ambition

We have the ambition & courage to challenge; translating this into commercial success & brilliant outcomes for customers

Social

Responsibility

We always try to do the right thing; using our role as a service provider, employer & buyer to generate trust, build our communities & empower our people

Passion

We have a passion for what we do; with positive, motivated & enthusiastic staff who enjoy their work

Innovation

We are innovative in everything we do; with the agility, creativity & edge to keep defying expectations & delivering fresh & exciting things

Respect

We treat each other with respect; supporting & inspiring one another & collaborating across teams & partnerships

Excellence

We continually improve how we work; challenging the status quo, learning from what goes well & always being professional



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