



PROJECT MANAGER

The front door to innovation for the livestock sector CIEL is one of the world's foremost farm animal research alliances and a leading membership organisation.

Safe food, produced to a high standard, in a transparent and low carbon way – at CIEL we support and facilitate the delivery of efficient, sustainable, and competitive livestock food production. From pre-farmgate to the finished product, we connect industry, research, and governments.

Drawing on world-class research and industry innovators, our goal is to successfully tackle grand challenges for livestock production: climate smart food systems; endemic disease reduction; antimicrobial resistance; food safety, quality, and integrity; health and welfare management; and resource efficiency and precision nutrition.

Our work is centred on benefitting the UK, but we engage both nationally and internationally. We do this from our home in York where we have a passionate and committed team based at the Science Park next to the University.

We are looking for an experienced **Project Manager** to join us. You will support the delivery of internal and external projects, helping us to ensure high standards and quality outcomes while delivering all aspects of project management.

To thrive in this role you will need to be someone with great attention to detail, an ordered and thorough approach who can quickly build and maintain excellent working relationships and who likes variety. You'll have a strong track record in Project Management, ideally in a relevant industry, and you'll be excited by the opportunity to help CIEL make a real difference in the sector and in the UK.

If you would like the opportunity to discuss the role, please contact siobhan@clarkehrconsulting.co.uk The closing date for applications is 1 June 2022.



PROJECT MANAGER



Job Status:	Full Time Permanent
Salary:	£36,000 - £42,000 dependent on skills and experience
Location:	York Office Based, Hybrid working available.

About the Role:

As CIEL's Project Manager you will be part of the Business Research & Delivery team helping us to ensure the smooth delivery of our internal and external projects.

Our external projects often involve multiple partners and cross industry engagement, so you need to be someone who is focussed, organised and good at managing complex relationships. For our internal projects, the successful candidate will drive project management discipline across CIEL's expanding team and remit, helping to establish effective processes, responsibilities and timelines across a range of diverse activity.

You will need to take ownership of keeping project partners updated, tracking project progress, developing critical timelines, mapping interdependencies and resource implications. Working with the finance team you will help to prepare finance and progress reports, supporting the monthly cycle of monitoring reporting.

You will be an enthusiastic professional who is passionate about delivering a great service. You are comfortable working autonomously, collaborating with teams in various locations and managing several concurrent projects.

Main Duties:

- Analyse and interpret client requirements – internal and external partners.
- Develop project outlines for approval.
- Develop detailed project plans and revise, based on changing needs and requirements.
- Establish the overall success criteria for the project.
- Establish and maintain processes to manage scope over the project lifecycle, setting project quality and performance standards, and assessing and managing risk within, and across, multiple projects.
- Manage project resource availability and allocation.
- Liaise with colleagues, collaborators and partners to ensure that work is on-track - neither overlooked nor duplicated by related projects.
- Maintaining risk registers and managing change control.
- Analyse interdependencies and highlight project risks
- Checking progress against deliverables & milestones.
- Monitor project performance to ensure timely delivery.
- Manage the flow of project information between the delivery team and project partners, through regular meetings and accurate, timely communication.
- Financial liaison and reporting on projects.
- Work effectively with relevant stakeholders for efficient project implementation.
- Contribute to team approaches to project activities, both from within CIEL and across collaborative consortia.
- Attend project meetings in-person or virtually as needed.

SKILLS, EXPERIENCE AND BEHAVIOURS

Essential Criteria

- Strong track record of delivery in the Project Manager role within a relevant industry.
- Proven success in working with all levels of partners and stakeholders.
- Experienced in initiating projects, planning, coordination and managing risk registers.
- Working knowledge of project management software tools and other relevant applications.
- Strong financial discipline and experience of working within and delivering against project budgets.

Desirable Criteria

- Professional certification—including PMP/PRINCE II.
- Qualified in a relevant business or agri-science subject.
- Experience of using SAP.
- Prior experience of working in agriculture, agrifood or agri-tech.

Skills

- Excellent problem-solving skills and analysis.
- An exceptional communicator.
- Strong customer relationship and interpersonal skills.
- High-level of attention to detail.
- Ability to work under pressure and take difficult decisions required to achieve project objectives.
- Excellent organisational skills and the ability to manage a large volume of information and documents and competing priorities.
- Computer literate and skilled with Microsoft Office applications.
- Highly motivated, result driven.

Behaviours

- Professional, trustworthy and friendly demeanour.
- Ability to work effectively with colleagues and CIEL Members at all levels.
- Confident, approachable and helpful.
- Willing to work outside job description to help the CIEL team.

CIEL Values

Work Together | Do what we say we will | Challenge | Grow everyday |

Do the right thing | Make a difference