## Senior Design Manager

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| **Generic title** | Senior Manager - 2 |
| **General Description** | People at this level will manage a function, a number of managers or an income stream.In operations they will manage multidisciplinary construction projects or medium sized sites and their associated activities from conception through to completion, delivering work that meets project requirements, customer satisfaction and in accordance with Morgan Sindall standards. They will play a major role in ensuring Health, Safety and Environmental Policies are delivered.In commercial they will manage contracts and may lead on a framework, project, special works or design. |

## Competencies

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| **Achieving Results** | Capacity to set goals for self and othersProactively identifies and pursues new stretching targets and opportunitiesHigh levels of personal drive and commitmentAdds value beyond doing the jobFocuses well on personal development goals |
| **Analytical thinking and decision making**  | Rational and systematic analysis of situation to enable decisions on more varied issuesQuestioning the evidence to evaluate issues |
| **Communication** | Ability to choose most appropriate style of communication Able to listen actively by which we mean hearing and interpreting what is said Demonstrating sound questioning techniques |
| **Dealing with change** | See potential of new ideas and situations Takes a pragmatic approach to changeConsiders impact of change on others as well as selfAbility to explain the effects to colleagues |
| **Teamwork** | Develop inter-team collaboration inside and outside companyUnderstand the role of a team and how it delivers the objectivesCan adapt to different types of teams in most situationsTakes a cohesive and encouraging approach to team working |
| **Leadership** | Ability to take control of situations with one's sphere of influence Assume responsibility - organising and guiding where necessary |
| **Managing resources**  | Create a resource plan for an unfamiliar or potentially complex project Manage others to implement effective planning, problem-solving and decision makingUnderstand the resource implications on the business plan |
| **Negotiation**  | Understand the other's point of view Make an objective and structured case with pros and consUnderstand the need to give and takeUnderstand and defend a position |
| **People Development**  | Grow a team that is aligned with the business objectivesUnderstand strengths and weaknesses of team members and work with them to good effectUnderstand ambition and manager expectationsUse of a wide range of development tools |

## Role definition

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| **Summary of role**  | To manage the design aspects of tenders and projects in progress. |
| **Responsibilities and accountabilities**  | Establish, maintain and manage effective project design resource and team profile at bid and delivery stages Lead and provide a professional, comprehensive and sustainable design service for the customer and key partners and suppliers at bid and delivery stagesManage and coordinate safely the overall design process through the RIBA design stages challenging the brief and bringing innovation and continuous improvements benefits to the projects at bid and delivery stagesEnsure completion and compliance of design management departmental procedures at bid and delivery stagesInvolvement with ‘design strategy’ and approachEnsure appropriate design resource, skill sets and structureEnsure sufficient ‘sustainable’ resource, expertise and approachSet-up and agree design management regime with the design teamEnsure adherence to the design brief/scope of service and develop a comprehensive scope of service for key stages of projectProgramme and manage all design reviews and coordination meetingsEnsure fully coordinated design strategy is in place and work closely with discipline lead designers to deliver coordinated design solutionsEnsure that fully coordinated design programmes are produced that integrate with the agreed project programme and that the programmes are regularly monitored for progress and updatesMonitor progress against programme, and report to the project teamEstablish the need for and input into design reviewsEnsure that design is developed in line with commercial and construction requirements and the cost plan budget allowancesEnsure that the design fully accords with the defined specifications as detailed within the work package control document or subcontract documents as appropriateCoordinate the activities of the design team, contractors and statutory bodies (for example local authority planners and building control/HSE) in line with programme critical datesEnsure the design process recognises compliancy issues, current legislation, standards and codes of practiceMaintain design within cost restraints fully incorporating customers requirementsCoordinate change control system and ensure changes are accounted for, authorised and implemented, as necessary, with the project manager and customer |
| **Qualifications, training and technical knowledge**  | HND/HNC/degreeMember of an industry recognised professional institute for example CIOBInvolvement with design strategy and approachExperience on key sectors – Education, Health, Manufacturing, Industrial, Leisure, TransportExperience on both single stage tenders and preferred terms work procurement routesExperience on bidding and winning work |
| **Attributes and skills**  | Ability to work in a team environment contributing across a business unit or areaGood management skills with the ability to motivate employees to achieve high standards of compliance Excellent organisational, planning and time management skills; able to manage projects simultaneously with compromising on standards and qualitySound knowledge of the construction industryAbility to ensure standards and specifications are metAbility to work with senior management to set project and operational targetsExcellent negotiation and diplomacy skills and the ability to make a sound business case to senior stakeholders  |