

Job Title	Agile Project Manager
Division	IT
Job Holder	
Reports To	Product Manager

Purpose of Job:

The Agile Project Manager forms an integral part of the Project Management function, providing expertise in planning, leading, organizing, and motivating an agile team to achieve a high level of performance and quality in delivering change within the underwriting and claims portfolio.

Main Duties & Responsibilities:

Agile Project Manager will be responsible for the following

- **Dev ops/Agile** – result-oriented, a critical and strategic thinker, be highly organized, have an ability to multi-task and meet aggressive deadlines, be a team-player and team-builder, work comfortably in constantly evolving environment, and demonstrate calmness and composure in times of uncertainty and stress.
- **Project Planning and Management** – Define project scope and schedule while focusing on regular and timely delivery of value; organize and lead project status and working meetings; prepare and distribute progress reports; manage risks and issues; correct deviations from plans; and perform delivery planning for assigned projects
- **Team Management** – Assist in team development while holding team accountable for their commitments, removing roadblocks to their work; leveraging organizational resources to improve capacity for project work; and mentoring and developing team members
- **Process Management and Improvement** – Define and manage a well-defined project management process and champion ongoing process improvement initiatives to implement best practices for Agile Project Management
- **Team building** – promote empowerment of the team, ensure that each team member is fully engaged in the project and making a meaningful contribution, and encourage a sustainable pace with high-levels of quality for the team. Mentor and nurture developers, BAs and testers in the project
- **Project Status Reporting and Financial Management** – Provide a monthly report to Brit IT Senior management via the project Support Office (PSO) detailing the current status of work in progress and planned. Record the finances of the project provided accruals and project forecast data for including in the monthly finance pack.

Qualifications and Skill Required

- Solid understanding of software development life cycle models as well as expert knowledge of both Agile and traditional project management principles and practices and the ability to blend them together in the right proportions to fit a project and business environment
- Ideally a recognized Project Management qualification
- A proven track record of successfully implementing software or web development projects using Agile methodologies including experience as a Project Manager managing large, complex projects in a high-tech development environment with multi-function teams.

- Prior experience with SCRUM/Agile methodologies with enterprise-level application development projects. PMI-ACP, CSM, or equivalent preferred
- Previous experience of working within a DevOps team
- Highly Desirable experience of having worked in a Scaled Agile Framework
- Experience overseeing multi-function project teams with at least 10 team members including Developers, Business Analysts, and QA Personnel
- Balanced business/technical background
- Sufficient level of technical background to provide highly-credible leadership to development teams and to be able to accurately and objectively evaluate complex project risks and issues
- Ability to collaborate with customers and develop strategies and solutions of high business value
- Strong interpersonal skills including mentoring, coaching, collaborating, and team building
- Can demonstrate good Stakeholder Management skills at all levels of seniority within the business.
- Strong analytical, planning, and organizational skills with an ability to manage competing demands
- Excellent oral and written communications skills and experience interacting with both business and IT individuals at all levels including the executive level
- Creative approach to problem-solving with the ability to focus on details while maintaining the "big picture" view

Regulatory Conduct Rules

1. Act with integrity.
2. Act with due skill, care and diligence.
3. Be open and co-operative with Lloyd's, the FCA, the PRA, and other regulators.
4. Pay due regard to the interests of customers and treat them fairly.
5. Observe proper standards of market conduct.