**Job Capsule Supplementary Information: Design Team Manager**

**Level 5 Zone 1**

**Role Purpose:**

To lead in the development and management of scheme design to deliver the Council’s vision, a high-quality public realm and achieve agreed transport strategy objectives and to input into the development of Council policy and capital programmes.

To be responsible for the full management of a technical team including being accountable for leading the team, staff motivation, performance and the behaviours of the team

To keep up to date with legislation changes and best practice and apply this to the work of the design team and play a lead role in disseminating this information to colleagues both within and outside of the service.

To be accountable for resource management, including budgets and support systems, ensuring that scheme designs are developed on time and to budget.

To be responsible for establishing and maintaining effective liaison with all relevant stakeholders (including Members, TfL, the emergency services, transport strategy officers and members of the public).

To work with Transport Strategy and the Implementation and Maintenance Team within the Engineering Service to ensure designs are developed to enable effective implementation and inform future designs through lessons learned.

To present and ensure the provision of sound and timely information and professional advice to the Council’s senior management, the Cabinet and Council Committees and other Council Departments on all aspects of schemes.

**Example outcomes or objectives that this role will deliver:**

* To ensure schemes are designed to a high standard which the implementation team are able to build.
* Review of processes and designs to inform future schemes through lessons learned.
* To lead on the effective liaison with all relevant stakeholders both internal and external to the Council.
* To adapt to changing business circumstances and contribute to developing and changing business processes and programmes as appropriate.
* The role has major responsibility for service practice and provision. The post holder will play a role in making and implementing recommendations for better working practices and procedures.
* To be responsible for providing technical advice and challenge on projects. A number of elements of the role are likely to be contentious or complex requiring support, tact, persuasion and sensitivity.
* To be responsible for the full management of the project team including staff motivation, performance, training and the behaviours of the team.
* To undertake other temporary duties consistent with the basic objectives and/or duties of the post.

**People Management Responsibilities:**

Reports to the Chief Engineer.

Manages the Design Team, which includes a number of Engineers and Senior Engineers including agency and short-term appointments as required.

**Relationships;**

Liaison with council officers and senior management, Cabinet, Elected members; residents and businesses including Business Improvement Districts, emergency services; TfL; developers; statutory undertakers; statutory consultees such as Camden Cycling Campaign and Living Streets; Contractors and Consultants.

**Work Environment:**

* Has to be able to work flexibly across various work environments and be able to manage competing priorities and pressures of workload and will be subject to changing circumstances and demands.
* Will be required to engage with Camden’s senior management and regularly attend meetings, including Cabinet Briefings.
* Work will be primarily office based but will be required to attend site visits / meetings as appropriate.
* The job will involve juggling competing priorities and pressures with Member and MP enquiries responded to promptly and effectively
* The post holder is required to manage the team delivering schemes to make sure that the work programme as a whole is on budget and on time and provide timely information including on budgetary control.
* The job holder will contribute to decisions made with frequent external contacts and decisions on reports, best practice and development of project within given guidelines.

**Technical Knowledge and Experience:**

* Qualification in Engineering to degree level with significant experience in a senior/managerial position.

## OR

* Membership or Incorporated Status of a recognised professional engineering institution with significant post qualification experience.
* Ability to manage projects of significant size from initial development on time and to budget
* Ability to lead negotiations at a high level, e.g. on major engineering schemes, and provide technical input into discussions with developers as appropriate.
* Ability to work closely with elected members and of leading public meetings and similar engagement
* Ability to identify and deliver service improvements
* Experience of project management of schemes of significant size and value, including budget management, commissioning and managing external consultants and coordination of work from multiple providers.
* Evidence of continuing professional development, including seeking out and developing best practice and innovation and develop workable and innovative solutions in problem solving situations
* Proven successful experience in contract documentation, procurement and management within contract procedures.
* Experience in the various forms of public consultation techniques and working effectively towards user participation to meet Customer/ Client expectations and requirements.
* Detailed understanding of the principles of highway design in an urban environment including all relevant policies, design criteria, specifications and standards and demonstrating an appreciation of the role it has in delivering other corporate priorities, such as sustainability and regeneration.
* Ability to express complex information accurately, clearly and concisely both orally and in writing.
* Experience of full team management.

**Camden Core Behaviours**

* Driving Improvement – Level 3
* Confidence and resilience – Level 3
* Organisational awareness – Level 3
* Leading People – Level 3
* Strategic Perspective – Level 3

**Camden Additional Behaviours**

* Analysis and Judgement – Level 3
* Adaptability – Level 3
* Building Support – Level 3

**Camden Way Five Ways of Working**

*In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.*

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

* Deliver for the people of Camden
* Work as one team
* Take pride in getting it right
* Find better ways
* Take personal responsibility

For further information on the Camden Way please visit:

<http://www.togetherwearecamden.com/pages/discover-jobs-and-careers-in-camden/working-for-camden/>