



Role profile

Benefits Management Lead, Rail Transformation Programme

Civil Service Grade: Grade 7	Salary Minimum: £48, 774 National, £54,105 London	Contract Type: Permanent
Job Type(s): Project Delivery Governance Risk Management	Civil Service Profession: Project Delivery	DfT Directorate: Rail Transformation Programme
Location(s): London Birmingham Leeds	Reporting to Job Title: Head of PMO, Rail Transformation Programme	

Job description

Job summary

This is an exciting opportunity for an experienced programme and project management professional to play a key role in the initiation and delivery of a major transformation programme of the British rail sector.

The Rail Transformation Programme is a large-scale and complex reform programme focused on the implementation of the recommendations of the Williams-Shapps review to ensure that Britain's railways continue to benefit passengers and support a stronger, fairer economy. The programme will be delivered over a number of phases over several years, and may encompass legislation change, organisation design and transformation, business change, and the design and implementation of new commercial approaches.

Successful delivery of this major transformation programme will be dependent on effective programme and project management, leadership and controls.

The work will be high-profile, complex and fast-paced, and the programme is due to join the Government Major Projects Portfolio (GMPP). The successful Benefits Management Lead will work with the SRO, Programme Directors, Project Leads and the Head of the Programme Management Office (PMO) to ensure effective, best practice controls, processes and tools are introduced and embedded to support successful realisation of benefits.

Duties and responsibilities

While the description below outlines the primary responsibilities of this post, in practice there will be a variety of opportunities within the PMO team and across the programme, and the postholder will be expected to flexibility support on delivery of critical priorities that may fall outside of the core benefits remit.

- **Establish benefits management for the programme-** Design and implement a best practice benefits management and realisation approach for the programme. Support on building benefits management and realisation capability across the programme team.
- **Integrate benefits realisation with the programme plan-** ensuring benefits are identified and mapped to strategic objectives, and benefits realisation plans are aligned with the programme plan, working closely with the Planning Lead to implement a benefits-led approach to programme planning, delivery, prioritisation and monitoring of critical milestones, activities, outcomes and benefits realisation.
- **Articulate and quantify benefits for the programme business case-** work closely with policy leads, analytical and finance colleagues to articulate and quantify benefits to support refinement of the programme business case for key go/no go decision points.
- **Programme maturity and Programme Management-** Lead aspects of other key programme management functions as required, e.g. risk management, change control, assurance, and flexibly supporting the delivery of emerging priorities to ensure sufficient programme maturity and support successful delivery of key programme outputs, outcomes and benefits.
- **Lead, coach and develop a team of up to 2 people.**

Person specification

The ideal candidate will have strong experience and practitioner-level understanding of best practice benefits management. They will thrive in an evolving and fast-paced environment where they have the opportunity to proactively take the initiative to establish key functions, processes and products from scratch. The successful candidate will be comfortable working with and influencing a range of stakeholders and managing and leading teams.

Behaviours

Making effective decisions

- Find the best option by identifying positives, negatives, risks and implications.
- Ensure decision making happens at the right level, not allowing unnecessary bureaucracy to hinder delivery.
- Encourage both innovative suggestions and challenge from others, to inform decision making.

Delivering at pace

- Ensure everyone clearly understands and owns their roles, responsibilities and business priorities.
- Give honest, motivating and enthusiastic messages about priorities, objectives and expectations to get the best out of people.
- Set out clear processes and standards for managing performance at all levels.

Communicating and influencing

- Explain complex issues in a way that is easy to understand, communicating with others in a clear, honest and enthusiastic way in order to build trust.

- Take into account people's individual needs.
- Communicate with others in a clear honest and enthusiastic way in order to build trust.

Seeing the big picture

- Ensure plans and activities in your area of work reflect wider strategic priorities and communicate effectively with senior leaders to influence future strategies.
- Bring together views, perspectives and diverse needs of stakeholders to gain a broader understanding of the issues surrounding policies and activities.

Working together

- Actively build and maintain a network of colleagues and contacts to achieve progress on shared objectives.
- Remain available and approachable to all colleagues and be receptive to new ideas.

Leadership

- Promote diversity, inclusion and equality of opportunity, respecting difference and external experience.
- Inspire and motivate teams to be fully engaged in their work and dedicated to their role.

[More information about Behaviours](#)

Experience

- Experience of leading aspects of benefits management and realisation in a complex delivery environment and/or transformation project or programme.
- Proven ability to form effective relationships and collaborate with a wide range of stakeholders, and to tailor communications to a diverse range of audiences.
- Confident drafting skills and ability to lead and oversee development of key products and artefacts to establish and gain consensus for functions and processes.
- Demonstrable experience of delivering results in a fast-paced and high-profile environment.

[More information about Experience](#)

Technical

The postholders will hold a recognised project/programme management qualification (MSP, Prince2, APM PQ or equivalent).

The postholders will also have either completed, are working towards or are willing to undertake:

- Managing Successful Programmes (MSP) Practitioner;
- The Cranfield Project Leadership Programme.

[More information about Technical](#)

Other helpful information you need to know

<p>Level of security clearance: Baseline Personnel Security Standard (BPSS)</p>	<p>Working Pattern: Full-time; Part-time; Flexible working</p>	<p>Contact Information: Katie Empsall Katie.empsall@dft.gov.uk</p>
---	--	--