|  |  |
| --- | --- |
| **Directorate:** | Information Technology Services (ITS) |
| **Capability:** | IT Service Creation (ITSC) |
| **Government Digital & Data Job Family:** | Product & Delivery |
| **Government Digital & Data Job Role:** | Product Manager |
| **Government Digital & Data Role Level:** | Lead Product Manager |
| **Government Digital & Data Pay Framework:** | No |
| **DVLA Job Title:** | Lead Product Manager |
| **Grade:** | Grade 6 |
| **People Management Accountabilities (Y/N)** | Yes |

|  |
| --- |
| **Job Purpose/Description of Role** |
| This role is part of the [Government Digital & Data Profession](https://www.gov.uk/government/collections/digital-data-and-technology-profession-capability-framework) in the Civil Service.  A Lead Product Manager is the lead for the product team within their product area, made up of multiple squads and product managers. The role involves managing teams of product managers and overall responsibility for their product area.  The role will work closely with the Head of Product to provide leadership within the Product capability.  The role involves maintaining the overarching high-level roadmap, being involved in a range of programme management activities in support of the service owner or programme lead and having responsibility for hiring Product Managers, Senior Product Managers, and contractors.  This role delivers digital and business change projects, breaking down barriers for teams, planning at a high level and getting into detail to make things happen when needed. |

|  |  |
| --- | --- |
| **Main Responsibilities** | |
| 1 | Be as interested in managing people as managing products. |
| 2 | Work closely with the head of product (where they exist as a separate role) to provide leadership and direction to all products in a programme or a local product community. |
| 3 | Maintain the high-level roadmap. |
| 4 | Be involved in a range of programme management activities in support of the service owner or programme lead. |
| 5 | Be involved in hiring associate product managers, product managers, senior product managers and contractors. |
| 6 | Provide leadership in your programmes and across the local community. |

|  |  |  |
| --- | --- | --- |
| **Civil Service Behaviours (maximum of 6)** | |  |
| 1 | Changing and Improving | Level 4 |
| 2 | Managing a Quality Service | Level 4 |
| 3 | Making Effective Decisions | Level 4 |
| 4 | Leadership | Level 4 |
| 5 | Delivering at Pace | Level 4 |
| 6 | Communicating and Influencing | Level 4 |

|  |  |  |
| --- | --- | --- |
| **Government Digital & Data Skills** | | **Level** |
| 1 | Agile Working | Expert |
| 2 | DDaT Perspective | Expert |
| 3 | Lifecycle Perspective | Expert |
| 4 | Operational Management | Expert |
| 5 | Problem Management | Expert |
| 6 | Product Ownership | Expert |
| 7 | Strategic Ownership | Expert |
| 8 | User Focus | Expert |
| 9 | Working Within Constraints | Expert |
| 10 | Financial Ownership | Practitioner |

|  |  |  |
| --- | --- | --- |
| **Qualifications** | |  |
| **Qualifications** | **Award/Membership** | **Level** |
| Professional | Certified Professional Scrum Product Owner | Level 4 |