

**GOODWOOD**

**The Role**

The IT Project Manager will be part of the IT Team and will report to the Group Head of IT. You will lead our IT Projects team to deliver various software projects across the Estate, from requirements gathering all the way through to establishing the software within teams as part of their business as usual processes.

**About us**

Goodwood is a quintessentially English estate, set in 12,000 acres of rolling West Sussex countryside. Rooted in our heritage, we deliver extraordinary and engaging experiences in modern and authentic ways. But what really sets us apart is our people. It is their passion, enthusiasm and belief in the many things we do that makes Goodwood the unique place it is.

**Passionate People**

It takes a certain sort of person to flourish in such a fast-paced, multi-dimensional environment like Goodwood.  We look for talented, self-motivated and enthusiastic individuals who will be able to share our passion for Goodwood to be **‘the home of exceptional experiences’**.

**Our Values**

**The Real Thing Derring-Do Obsession for Perfection Sheer Love of Life**

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| --- | --- | --- | --- |
| Always inspired by Goodwood’s heritage | Daring to surprise and delight | Striving to do things *even* better | Sharing our infectious enthusiasm |

**Purpose of the role**

To provide excellent project management of software implementations for the many and varied business areas within the Goodwood Group, and lead the IT Project Team to assist with this goal.

**Key responsibilities**

* Deliver multiple software implementation projects on time and on budget concurrently, ensuring the needs of stakeholders are delivered
* Work collaboratively with all internal and external stakeholders
* Communicate effectively with the correct tone to project stakeholders, suppliers, management teams and the wider business as required
* Create and manage project plans, providing regular updates to key stakeholders as required
* Manage 2 direct reports within the IT Project Team: IT Project Technical Lead and IT Project Co-ordinator

**Qualities you will possess**

* Ability to prioritise, organise and multi-task
* Passion for what you do
* Positive and friendly with a “can do attitude”
* Attention to detail
* Proactive
* Quick learner
* Take responsibility for yourself and your team
* Confident to make decisions and to stand by them
* Solutions driven
* Excellent communicator
* A sense of fun!

**What do you need to be successful?**

* A proven background in Software Project Management – qualifications or experience with Project Management methodologies would be beneficial, such as but not limited to: Waterfall, Agile, Kanban, PRINCE2
* Experience of successful software deployments within budget and timescale
* Experience of managing people
* Excellent organisational and time-management skills
* Ability to prioritise, organise and manage a diverse and complex workload to deadlines
* Excellent Administrative abilities
* Be methodical, accurate and analytical
* Excellent communication skills, both verbal and written, including the ability to effectively communicate IT information to non IT personnel
* Ability to form and build mutually respectful relationships and trust with existing and new contractors/other managers within Goodwood and build trust/rapport
* Experience with creating training documentation and guides
* Experience with Microsoft 365 is beneficial