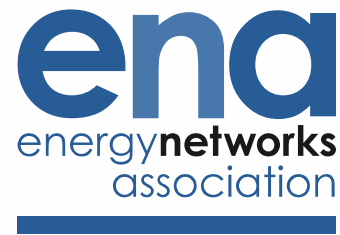


Innovation Project Manager

Innovation & Electricity Systems Department



Salary: Competitive salary, dependent on experience

Contract: Permanent, Full-Time

Location: London Bridge/More London – Hybrid Working (office based working on two of three core days: Tuesday, Wednesday, Thursday. Rest of the week option of office or remote working in the UK).

About ENA

Energy Networks Association (ENA) represents the ‘wires and pipes’ Transmission and Distribution Network Operators for gas and electricity in the UK and Ireland. Our Members control and maintain the critical national infrastructure that delivers these vital services into our homes and businesses. More information about the company can be found here: <https://www.energynetworks.org/info/about/who-we-are.html>

The role

The Innovation Project Manager will collaborate with all UK Electricity and Gas Networks to accelerate the journey towards Net Zero Networks by 2035, and thereby enable other industries to decarbonise. The candidate will lead the organisation and execution of events such as ENA’s [Basecamp](#), which engages with innovators to bring forward new ideas in response to Networks’ Problem Statements; lead the development of ENA’s [Whole System Innovation Strategy](#), the combined innovation Strategy for all ENA Network Members; lead initiatives to ensure that the benefits and examples of great network innovation are highlighted within and across industries; as well as support improvements in the way Networks manage and govern innovation through the [Smarter Networks Portal](#).

The candidate will manage a programme of work, combining several projects and initiatives running simultaneously, with varying priorities, and that may have tight timescales. They will develop excellent working relationships with our Member companies that will enable the creation and delivery of a range of projects, which will vary year to year based on Member and national working groups’ needs.

Managing these initiatives will also require the development of project plans, stakeholder mapping and management, risk management, supplier and cost management, project progress reporting, as well as the administration and management of meetings such as recording meeting minutes. The candidate will confidently lead Membership groups on a range of innovation projects, acknowledging their range of views, and employing stakeholder management techniques to build consensus. They will also be able to represent ENA and the Membership in other external forums through presentations, round table discussions and dissemination of ENA content.

Key responsibilities

The Innovation Project Manager will be responsible for assisting with key ENA work areas, which include, but are not limited to the following:

- Lead the delivery of Innovation related projects on time and to budget for Members via the Innovation Managers Working Group. This will include setting up, planning, developing, delivering, managing and monitoring a wide range of Innovation initiatives and projects.

- Contribute to the development and refinement of industry guidance and documentation such as the Whole System Innovation Strategy
- Onboard and manage contractors and consultants that support the delivery of the Innovation projects.
- Develop consensus amongst ENA's Member Companies on specific project related issues.
- Represent ENA Member companies in engaging with key stakeholders such as government and regulatory officials, and at relevant committees/meetings connected with innovation.
- Develop relationships with key stakeholders, including Ofgem, BEIS, Innovate UK, trade associations and other energy innovation personnel
- Produce and maintain project management documents and materials, budgets and communications plans.
- Liaise with and seek input from other ENA Teams, for example the External Affairs, Engineering and Regulation teams
- Communicate progress to Innovation Managers Group, as well as other ENA stakeholders
- Horizon Scanning: be on the lookout for innovative technologies and methodologies that could be applicable to ENA Members
- Other outputs as required by the Head of Innovation and Director of Electricity Systems

Person specification

Essential criteria:

- Established understanding of project management methodology, a project management qualification would also be beneficial (E.G. MSP, PRINCE 2, AgilePM, APM etc.)
- Strong drive to deliver for the benefit of stakeholders, and a collaborative approach to project delivery
- Highly organised with good attention to details, while also being able to deliver quickly on actions
- Ability to develop strong relationships with key stakeholders
- Excellent verbal communications and presentation skills
- Excellent written skills for producing PM documentation, as well as contributing to industry reports, and innovation governance documents.
- A sound working knowledge of the Microsoft Office Suite (MS Word, Excel and PowerPoint in particular) and Microsoft Outlook is essential.
- Ability to successfully work in a team environment and easily adapt to fast-paced and changing scenarios.

Desirable criteria:

- Beneficial to have a background in the energy or utilities sector.
- Beneficial to have experience with innovation projects and programmes, or experience within the innovation landscape.
- Experience working in, or with, a trade association or consultancy, particularly those with multiple clients and/or Members.
- Awareness of UK's Net Zero transition and sustainability issues.

Benefits

In return in addition to a competitive salary you will have access to a range of other employee benefits including; 28 days' holiday entitlement; Group Personal Pension Scheme,

Annual Bupa Medical Assessment, Employee Assistance Programme and an interest-free season ticket or bike loan.

To apply, please send your CV with a covering letter, explaining what you could bring to this role to recruitment@energynetworks.org.

Closing date for applications: Tuesday, 21 March 2023