

Pobal: Manager - Programme Development and Management **(<https://www.activelink.ie/node/109022>)**



Role: Manager

Directorate: Social Inclusion and Employment Operations

Hub: Programme Development and Management

Unit: Programme Management Unit 4 – Health Specialist

Grade: 4

Reporting to: Head of Social Inclusion and Employment Operations

Background

The Programme Management & Development Hub is a set of business units that provide integrated capability to address design, planning and delivery of fit-for-purpose programmes, business systems and projects.

The Manager will be responsible for the delivery of work programmes for the Department of Health on time and to the highest quality. The programme manager will work closely with internal and external stakeholders to ensure cohesion, collaboration and delivery of agreed programmes of work.

As well as the assigned portfolio, the role is also responsible for addressing allocations of new business projects and working in conjunction with Funder Liaison in terms of new business assessments.

Programme Management Units work together to develop and apply common methods and templates to programme governance and management and maintaining programme subject matter expertise.

Role Purpose

The Programme Management Unit is the programme owner on behalf of Pobal, and will lead, develop and enhance programmes across the lifecycle from design and planning, including programme requirements, change requests and the associated budgets for implementation to full operationalisation. As responsibility for programme delivery extends across a range of operational teams in Pobal, the Programme Management role is critical in ensuring delivery of outcomes, including the establishment and maintenance of appropriate governance and assurance, monitoring progress and addressing risks and issues.

The Programme Management Unit is also responsible for developing programme knowledge and in leading processing of programme changes, as well as managing design and implementation challenges.

Of central importance will be the application of a strategic approach to programme operationalisation and management over the coming years, to ensure the effective and sustainable delivery of programmes.

The responsibilities of the Manager outlined in the job description (attached below) should not be regarded as comprehensive in scope and may be added to or altered as required, in line with business requirements.

There may be a requirement to further develop specialist knowledge and expertise relevant to the role. Training will be encouraged (formal and informal) and supported where required.

Please see Job Description and Person Specification attached below.

Selection Process

A shortlisting exercise will be employed. Eligible applications will be shortlisted according to how well the experience and skills as described by applicants match the needs of Pobal for this post. Those candidates whose applications, in the opinion of the review panel, appear best suited to the position will be short-listed for interview.

The complete job spec, application form and further information can be found on the Pobal website:[Pobal Job Vacancies \(https://www.candidatemanager.net/cm/p/pJobs.aspx?mid=CXAZCXY&sid=YYGTF\)](https://www.candidatemanager.net/cm/p/pJobs.aspx?mid=CXAZCXY&sid=YYGTF)

Deadline for application: June 28th, 2024

Pobal is an equal opportunities employer and welcomes suitably qualified applicants from all sections of society.

Region

To Be Agreed / Blended

Date Entered/Updated

18th Jun, 2024

Expiry Date

28th Jun, 2024

Attachment

[SIE Operations G4 Manager - Programme Development and Management Job Description.pdf](#)

Size

907.2
KB

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