



Why Work as an... Associate Project Manager

A solution for your training needs and career progression

ROLE OVERVIEW

The purpose of the occupation is to contribute to the successful delivery of a project, ensuring its scope and benefits are achieved as planned. They do this primarily by identifying, resourcing, scheduling, and monitoring the activities that need to happen in a certain sequence and timescale. They monitor the project objectives and milestones and adjust plans in accordance with evolving circumstances.

KEY POINTS

- **Level:** 4
- **Duration:** 18 months + End Point Assessment
- **Entry requirements:** You may be required to undertake training in maths and English. See [HERE](#) for more information
- **Career progression:** Options include Improveit Practitioner, Operations or Departmental Manager, Project Manager and Senior Leader

KNOWLEDGE REQUIREMENTS



- The importance of alignment between the project and organisational objectives
- The interdependencies between project, programme, and portfolio management
- The differences and comparative benefits between linear, iterative and hybrid life cycle approaches
- The principles of earned value management (EVM) and the interpretation of EVM information
- Procurement strategies and processes that are both ethical and sustainable
- The impact of project objectives and how to respond to challenges around sustainability and the UK Government's policy to achieve net carbon zero

SKILL REQUIREMENTS



- Manage and engage with stakeholders
- Communicate and support the project vision, to ensure buy in to the project objectives
- Evaluate an integrated project management plan to provide recommendations on areas for improvement
- Identify and monitor project risks and issues; and plan and implement responses to them
- Deliver a Quality Management Plan which contributes to quality control processes
- Apply relevant legislation, regulations, codes of practice, and ethical guidance where appropriate to their work
- Use data to inform decisions on actions to take to mitigate risks on project
- Manages resources through the project lifecycle

BEHAVIOUR REQUIREMENTS



- Works flexibly and adapts to circumstances
- Works collaboratively and builds strong relationships with others across the organisation and external stakeholders
- Has accountability and ownership of their tasks and workload
- Operates professionally with integrity and confidentiality
- Seeks learning opportunities and continuous professional development

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