

Project Manager – Prudential RideLondon COTY 17

Fixed Term Contract: Immediate until August 2017

Our vision is to beat blood cancer—anything short of 100% survival is unacceptable. We are reliant entirely on voluntary income to fund our world leading blood cancer research, and we want to maximise our corporate and commercial partnership development opportunities to help drive awareness of blood cancers, deliver unbeatable supporter journeys for our sports participants, and strengthen their engagement and commitment to Bloodwise.

We are delighted to have been chosen as the 2017 Charity Partner for Prudential RideLondon as this presents a huge opportunity to raise significant awareness of blood cancer and raise funds to make a difference for blood cancer patients. We're seeking an experienced, commercially-focussed Project Manager who can deliver this opportunity to deliver maximum benefit for Bloodwise and those we support.

So if you have significant experience of successfully delivering complex projects through their full lifecycle, within a fundraising / marketing / commercial environment please carry on reading. This could be the job for you!

Bloodwise

Beating blood cancer since 1960

About us

We're the UK's biggest blood cancer charity. We're here to beat blood cancer. We stop people dying from blood cancer, we make patients' lives better and we stop people getting blood cancer in the first place.

We research. We help. We campaign. We share learning. We raise money.

We've changed the world for people with leukaemia, lymphoma, myeloma and other blood disorders – but we won't stop until every single person with blood cancer survives and can live their life to the full.

Be Bloodwise. Help us change the world.

Our belief and principles

Our belief and principles underpin everything we do as an organisation. They're key to us being successful in our vision of beating blood cancer. Inspiring leaders and organisations think, act and communicate from the inside-out.

Our **principles** are for everyone to consider, connect with and hopefully be inspired by. They reflect the fact that while you work here, you should feel you have permission to innovate, create, question, query, be yourself, work with others, have ambition and celebrate success.

- We bring all that we are to our work.
- We're always searching for better ways to do things, big and small.
- We work with other people to unlock what's possible.
- We have the courage to keep going and do what needs to be done, even if it's hard.
- We're here to change the world.

Our **belief** is at the heart of our organisation: it's what we stand for.

We believe that life is a gift to be used wisely and lived fiercely.

Project Manager

Prudential RideLondon COTY 17

Starting salary £33,484

Contract type: Fixed term

Department: Fundraising

Location: Holborn, London

Bloodwise vision

Our job is to stop people dying from blood cancer, improve patients' quality of life and stop people getting a blood cancer in the first place.

Project Manager – Prudential RideLondon

Blood cancer is the fifth most common cancer type and the third biggest cancer killer. Since 1960 we've invested almost half a billion pounds in ground-breaking research that has saved the lives of thousands of children and adults diagnosed with blood cancer. When we started, childhood leukaemia was virtually a death sentence. Now, 9 out of 10 children will survive this most common form of childhood cancer. And yet awareness of blood cancer remains low and far too many still die.

Your job will be to manage this project to ensure maximisation of all income and awareness opportunities arising from our partnership with Prudential RideLondon and to ensure we deliver our £400,000 fundraising target. You'll be responsible for ensuring we have clear, robust project plans and processes, and for co-ordinating our internal teams to deliver both a first class event and partnership with the Prudential RideLondon team, London Marathon Events and their suppliers.

The project will be sponsored by the Director of Fundraising & Marketing, with account management from the corporate partnerships team and event delivery by our sports events team. You will work across all the relevant internal stakeholders making sure deadlines are met and the partnership delivers on its objectives.

What you'll do

- You will take on the project management of Prudential RideLondon, working with teams across the organisation to plan and deliver a successful event which meets our awareness and fundraising targets, including:
 - Planning, scheduling, providing appropriate assurance, managing interdependencies and resources
 - Collaborating with delivery teams to ensure delivery to a high standard, within tolerances of time and budget

- Being responsible for maintaining accurate documentation and communicating to stakeholders
- You will lead the project team, ensuring clarity of roles and responsibilities
- You will create a strong commercial plan and ensure we are using all the resources available to us to achieve maximum benefit
- You will ensure that digital marketing and social media are fully integrated into the project and digital opportunities are maximised
- You will act as client to relevant external suppliers, representing Bloodwise's interests and seeking guidance from the project Sponsors as necessary
- You will report project progress and ensure that relevant parties are provided with the information required to make good and timely decisions

Our kind of Project Manager – Prudential RideLondon

We're looking for an experienced project manager with strong commercial acumen, who will understand what is needed for us to make the most of this opportunity and how we can best achieve this. You'll have delivered similar projects before and will be able to demonstrate successful outcomes as well as a creative approach to problem solving.

With experience of influencing at all levels, you'll have drive and initiative, with the ability to move projects forward at pace whilst retaining good stakeholder relationships.

We'd like you to have these:

- Significant experience of successfully delivering complex projects through their full lifecycle, within a fundraising / marketing / commercial environment. A formal project management qualification (e.g. APMP, ITIL, Prince2) is desirable.
- Proven experience of establishing projects including defining the outcomes, timescales, costs, quality, governance arrangements, resource requirements and the appropriate project approach
- You will be used to working within a fast-paced environment and be able to effectively manage risks, issues and dependencies
- Clear experience of creating strong commercial plans which have generated successful outcomes
- Ability to clearly communicate the project strategy, plans, objectives and performance measures, progress against plans and budget to all interested and invested parties – tailoring your communications as appropriate to ensure relevance to the audience
- You will be comfortable working in a matrix environment where your line management will be different from your internal stakeholders

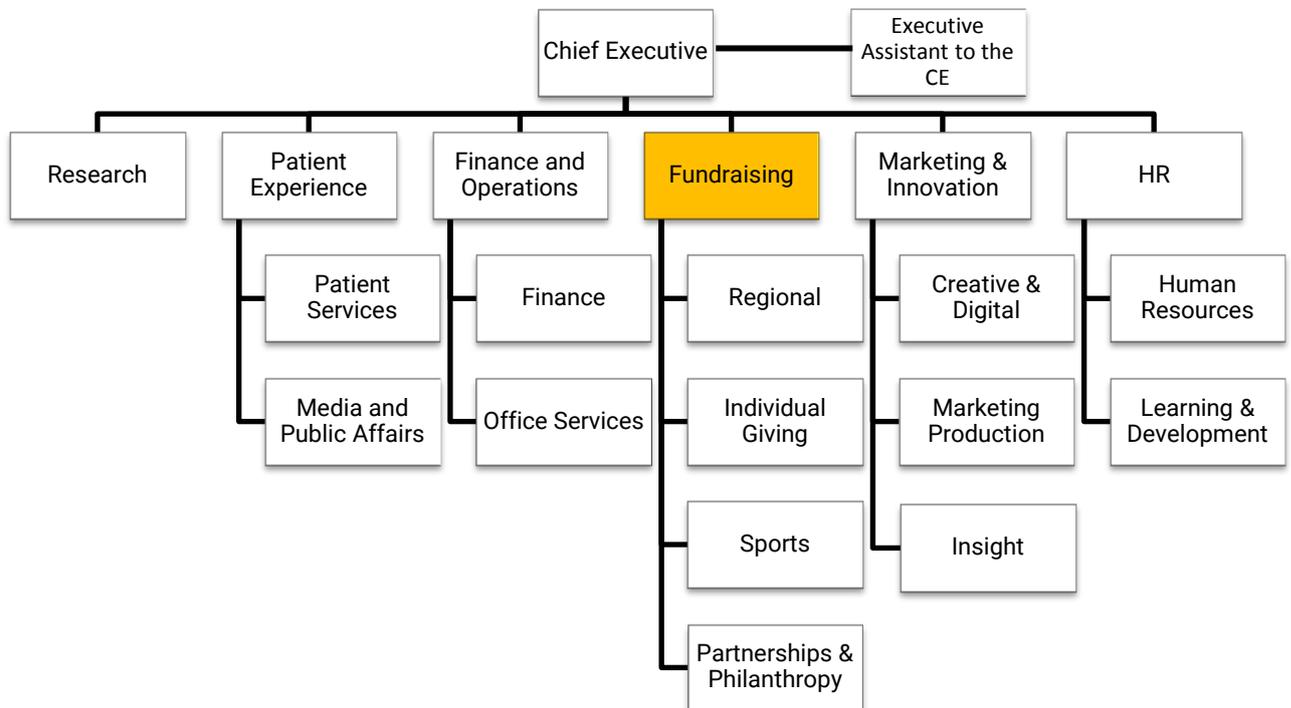
- Strong teambuilding and management skills with the ability to motivate and lead teams drawn from across Bloodwise and other organisations, including management of external agencies
- Experience gaining and maintaining engagement with a range of stakeholders both within and outside the organisation, with the ability to influence across all levels of seniority

Things we all do

- Attend and assist at Bloodwise events and activities as required (NB this involves evening and weekend work)
- Be an effective ambassador for Bloodwise at any activity you attend
- Develop an in-depth understanding of our work
- Do any other reasonable things your manager needs you to do

The team organagram

Now you have read about the role, to help you get a better feel of where it sits in Bloodwise here is a simplified organagram.



Shortlisting and interviews

Bloodwise is an equal opportunities employer and we are committed to ensuring all applications are treated fairly. All applications are subject to our shortlisting process; so if you're shortlisted we will contact you and invite you to attend an interview. We'll also tell you if there will be any skills tasks to complete as part of the recruitment process.

If you don't hear from us 2 weeks after the closing date, your application has not been successful.

For further information about us

See our website <https://bloodwise.org.uk/>

The good stuff working at Bloodwise

Apart from all the hard work we do, there are some really good benefits to working at Bloodwise:

<p>Annual Leave</p> <p>Entitlement is 25 days per year rising to 26 days after 5 years' service; we will usually close the office between Christmas and New Year which our trustees gift as an additional holiday.</p>	<p>Personal Development</p> <p>Development is really important to us and there are a variety of options available to staff at Bloodwise.</p>
<p>Time Off In Lieu</p> <p>We strongly encourage everyone to help with some activities outside of normal working hours. For this you can earn and claim TOIL.</p>	<p>Interest free season ticket loan</p> <p>We pay for the ticket and you repay the money out of your monthly salary.</p>
<p>Pension</p> <p>When you join us we'll automatically enrol you onto our pension scheme, which is run by Aegon. This can be increased through length of service.</p>	<p>Childcare vouchers</p> <p>You can exchange money per month from your gross salary for childcare vouchers.</p>
<p>Employee Assistance Programme</p> <p>Offers support information, expert advice and specialist counselling to help you prepare for life's predictable milestones.</p>	<p>Ride2work scheme</p> <p>This allows you to obtain a new bike to use to ride to work. You can then repay it through your salary.</p>
<p>Life Assurance</p> <p>Although we don't like to think about it, should something happen to you while working for Bloodwise we have life assurance for staff.</p>	<p>Refreshments</p> <p>On each floor in head office there's a kitchenette with tea, coffee, sugar, milk and plates, bowls and cutlery.</p>

Our location

Our offices are located at [39-40 Eagle Street in Holborn, London WC1R 4TH](#); Holborn tube is the closest station, approximately 5 minutes from our offices.

