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|  **JOB SPECIFICATION (2013)** | **JSN** | 2163028 |
| **Position Title** | Deputy Head of Digital Delivery and Complex Product Manager | **Date Approved** |   |
| **Unit** | Navy Digital  |  **Approved By** |   |
| **Location** | PORTSMOUTH (SEMAPHORE TOWER) |  **TLB** |  RN  |
|  **Establishment Type** | RN |  **Rank/Grade** | Lt Cdr |
| **Establishment/OET Ref** |  | **Service/Type/Arm** |  RN |
| **UIN/SLIM/JPA PID** | N5299V  | **Exch/NATO/JSRL No**  |  |
| **Incumbent** |  | **Staff/Command**  |   |
| **E-mail** |  | **WTE/MSTAR** |  No |
| **Phone Number** |  | **Manning Priority** |   |
| **Security Status/Caveats** | SC | **Assignment Length** | 24-36 months (24 should be minimum)  |
| **Reporting Chain** |  | **Primary Career Field** | Cap & Acq |
| 1st RO | HEAD OF NELSON (2122238) | **Sub Field 1** |  |
| 2nd RO | HEAD OF DATA AND NAVY APPLICATIONS (2149436) | **Secondary Field** |  |
| 3rd RO | NAVY DIGITAL CDIO PERSONNEL|2 146048 |  **Sub Field 2** |  |
| **Unit Role:** Support the transformation of the Royal Navy to time and cost with data integration |
| **Position Role:** Responsible for enabling the delivery of all complex applications within DNA from Discovery through to Live. Working with Product Owners to effectively manage their need against the resource capacity allocated. . |
| **Responsibilities:** **1.** Own and manage the complex application prioritised backlog. Coordinate Development Scrum Teams to deliver product change.**2.** Work with the Product Owner to deliver digital products that best meet the customer requirement and enable the customer to realise proposed benefits**3.** Manage the Platform Product Owners and support their objective to maximise the utility of their platform e.g. MyNavy Mobile Platform, Navy Data Platform, Kraken **4.** Ensure all Through Life requirements of the application are managed from concept through to decommissioning, seeking to continuously improve quality, capability and efficiency. **5.** Coordinate delivery of reporting activities into the DNA Exec, SRO and other stakeholders.**6.** Report against and drive efficiency of delivery against KPIs and CSFs to support economic delivery**7.** Work with the Head of Live Service and Support Service Manager to understand Live Service issues**8.** Coach and lead other RN personnel in best practice change management and Agile practices when appropriate. |
| **Pre Appt/Deployment Trg:** DIMP, General security brief, Business continuity, Unconscious bias, Display screen equipment, Equality and diversity, [Cyber Foundation Pathway (CFP) – Cyber 101](https://www.dle.mod.uk/enrol/index.php?id=18120)  |
| **Domestic Considerations:** Flexible & remote working is feasible.  |
| **Performance Attributes** | **Priority Component Features** |
| Adaptability and Initiative |  |
| Awareness and Understanding | You know about the wider digital economy and advances in technology. You understand agile working at an organisational level. You can create the environment for success. You know how to initiate and support working with other digital, data and technology (DDaT) roles, job families and professions.  |
| Breadth of Perspective | You keep abreast of industry best practice and can cascade ways of working. You know how to make operations efficient. You can act as the escalation point for major operational issues and champion operational management across the community. You can work closely with leaders of operational delivery teams in digital, data and technology (DDaT).  |
| Communication and Influence | You know how to influence, challenge and coach. You can anticipate how constraints might change and know where to challenge or remove constraints. |
| Delivering Results | You can apply experience of multiple parts of the product life cycle. You can recognise when it is right to move forward and when it is right to stop. You can recognise the appropriate deliverables and the right people to meet these. You are able to work with other agile delivery operations throughout the product life cycle. You can plan and engage with the appropriate stakeholders at a particular stage in the project.  |
| Leadership | You know how to coach and lead teams in Agile and Lean practices, determining the right approach for the team to take and evaluating this through the life of a project. You can think of new and innovative ways of working to achieve the right outcomes. You are able to act and advocate for digital approaches, continuously reflecting and challenging the team.  |
| Physical and Mental Resilience |  |
| Problem Solving and Decision Making | You know how to anticipate problems and how to defend against them at the right time. You understand how the problem fits into the larger picture. You can articulate the problem and help others to do it. You know how to build problem-solving capabilities in others.  |
| Teamwork and Collaboration | You know how to give direction on which tools or methods to use. You are experienced in meeting the needs of users across a variety of channels. You can bring insight and expertise in how user needs have changed over time to ensure these are met by the business. You know how to apply strategic thinking in how to provide the best service for the end user.  |
| Values and Standards |  |
| **Education/Training** | **Type** | **Pri** | **Comments** |
| Military Quals |  |  |  |
| Other Quals/Competencies | SCRUM Inc Agile and Product Owner Training  | Desirable | Strong understanding of digital delivery and agile methodologies. |
| Education | Engineering or Science Degree or Post Grad | Desirable |  |
| Language |  |  |  |
| **Experience** |  |  |  |
| Service/Arm/OGD |  |  |  |
| Operational |  |  |  |
| Staff |  |  |  |
| Command |  |  |  |
| Fields/Trades |  |  | . |
| Environments |  |  |  |
| **Other Comments** |  Experience in Cap & Acq or Digital service delivery desirable.  |
|  **Originator:** Lee Packer  |  **Appt: DNA COO**  |  **E-mail: lee.packer980@mod.gov.uk**  | **Tel:**  |
|  **Auth by 2nd RO:** Ben Holloway |  **Appt: Hd DNA**  |  **E-mail:** Benjamin.Holloway304@mod.gov.uk | **Date: 20/05/2022** |  |