

# Job opportunity: Consultant/Trainer with Aspire Europe

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## About Aspire Europe

Aspire Europe is a niche consultancy providing a range of services to large organisations that help improve their change, programme and project management delivery. Our main office is in Portishead, Bristol, but we operate globally with strategic partners in major markets of Australasia, Africa and the Middle East.

Our clients includes a mixture of private sector organisations as well as local and central government. Our current assignments are with Plymouth City Council, QinetiQ, Network Rail, Cardiff University, Sellafield, PRS for Music and its European counterparts, Arcadis, Ministry of Justice, Department of Energy and Climate Change and Queensland Government.

We have provided the lead authors for a number of best practice publications which are endorsed by the UK Cabinet Office and used globally.

The programme and project management profession is growing in popularity and can be seen across all sectors – from governments investing in infrastructure to transformational change programmes making businesses more efficient. Aspire Europe offers a variety of products and services to support these investments and transformations.

The role is based in our main office Portishead, Bristol with occasional travel to customer sites. The anticipated start date for this role is in July 2015.

## Job details

We have a team of highly experienced consultants that put us at the front of the pack when it comes to consultancy in our field, supported by an expanding younger team of graduates who have progressed to manage assignments across client sites and in our office. You will fit in with the team and contribute where needed, whilst ensuring you stay focused on delivering the assignment successfully.

We are looking for an experienced PPM professional who can develop into a trainer and/or consultant and manage customer assignments successfully. You will have a deep understanding of PPM, but also experience of working with senior people in a large organisation or consultancy. You will be able to manage complex assignments, multi-task and lead teams, on behalf of both our customers and internally.

As a Consultant you should expect to work with customers at different levels of organisational maturity, participating in design workshops, providing consultancy and training, providing advice and guidance on PPM processes and assisting the customer to achieve the optimum solution to meet their requirements.

## Role responsibilities

- Manage a number of diverse and simultaneous consultancy assignments
- Understand, develop and promote Aspire products and services
- Manage and develop customer relationships
- Deliver PPM workshops in relation to customer requirements – in both a trainer and consultant capacity
- Provide advice and guidance on the best use of Aspire’s PPM products
- Identify and own risks and issues and be able to manage or resolve any obstacles during customer assignments
- Provide ad-hoc PPM consultancy services
- Work with our strategic partners
- Continue your professional development and support Aspire maintain its prominent position as an industry leader
- Contribute to on-going development of Aspire’s products and services
- Initiate and manage sales bids, tenders and proposals.

## What are we looking for?

We’re looking for an experienced PPM professional, ideally from a large organisation such as a military service, public sector body or private sector organisation. However, we would consider candidates with the relevant experience from different professional backgrounds and work to develop their competency to what we require.

### Essential:

- Excellent written and spoken English
- Strong academic background
- Minimum 2 years’ experience in programme and or project management
- Relevant qualifications and accreditations e.g. PRINCE2, MSP, P30 or APM
- Skills and evidence of leadership, problem solving ability, planning and organizing
- Good communication and presentation skills
- High levels of achievement
- Ambitious and flexible team player with ability to work independently
- Strong Microsoft Office skills
- Awareness of PPM software or tools

### Desirable:

- Awareness of P3M3 maturity model
- Experience with PPM software or tools
- Evidence of competent decision making and innovation
- A track record in managing and directing programmes or projects teams, and developing and managing customer accounts
- Experience in public sector, health, logistics or another sector.
- Web design skills (HTML, SQL and PHP) are desirable
- Report writing and data analysis experience desirable.

## Package and benefits

- Enrolment onto Aspire's professional development programme which includes funded exams to achieve best practice, globally recognised qualifications (e.g. PRINCE2, MSP, P30 etc.).
- Laptop & phone
- Free parking at Portishead office
- Aspire social events – in the past 12 months we have had a weekend of skiing in Morzine, France, go-karting and have a social event every quarter.

## How to apply

Please send a CV and covering letter to [recruitment@aspireurope.com](mailto:recruitment@aspireurope.com) or call 01275 848099 for further information.

Aspire Europe is committed to equality and valuing diversity.