



Job Description

Job Element	
Job title:	WFM Product Manager
Department:	Strategy
Reports to:	Service Strategy Director
Location:	Home based, some UK travel required
Job summary:	The Workforce Product Manager is responsible for managing the existing workforce management product set, optimising product performance and bringing to market new products that accelerate growth. This includes managing all aspects of the product lifecycle, gathering and prioritising product and customer requirements, working across the business to develop and execute product plans, understanding future product requirements and market trends, and aligning the evolving product set to these and the corporate vision.
Qualifications:	Degree or equivalent
Technical skills:	<ul style="list-style-type: none"> • Experience of managing a portfolio of services and tech essential • Solid project management skills • Experience of using project tools (e.g. MS Project) desirable • Knowledge of project methodology (e.g. Agile / PRINCE2) desirable • Excellent Excel skills essential
Profile:	<ul style="list-style-type: none"> • Work closely with the Workforce Management team to develop and execute product roadmaps aligned to corporate strategy and vision • Manage the execution of product plans through cross functional teams, including new product developments, from research through to successful launch • Work with internal teams to agree prioritised product enhancements and developments, resourcing and timely deliverables • Manage the product portfolio of existing products, including the delivery of prioritized enhancements to existing products in conjunction with Business Analysts, IT and where necessary, 3rd party providers • Create and maintain product plans and documentation to support new and existing product sets • Drive the set-up, facilitation and ongoing management of Client User Groups • Gather market insight and voice of the customer intel through conferences, events, client meetings and internal team meetings with front line staff, that drives product priorities and decisions • Work with Marketing and Sales teams to develop value proposition and marketing messaging

	<ul style="list-style-type: none"> • Work with Marketing to develop internal comms on product portfolio and manage provision of internal training and documentation pre and post launch • Ensure client-facing teams fully understand the product/service to support clients post launch • Develop a thorough understanding of the market and competitive landscape • Develop analytics and PM dashboard to enable product performance tracking and support product life cycle decisions
<p>Requirements:</p>	<ul style="list-style-type: none"> • Experienced Product Manager – minimum 5 years • Experience of managing a portfolio of services and tech essential • Demonstrated success of launching new products from idea to live • Ability to work in a fast moving, innovative environment • Solid project management skills • Proven ability to influence cross-functional teams without formal authority • Excellent written and verbal communication skills • Excellent teamwork skills • Understanding of workforce / HR market (desirable but not essential) • Understanding of the NHS (desirable but not essential)
<p>Miscellaneous:</p>	<p>In addition, the post holder will be expected to:-</p> <ul style="list-style-type: none"> • Undertake training deemed necessary for the pursuance of the post. • Ensure that Health & Safety is observed in the course of employment. • Comply with the contract of employment and company policies and procedures.