

Job Description

Position:	Product Development Manager
Reporting to:	Chief Executive
Salary:	circa £30,000 - £40,000 per annum plus pension contribution
Term:	Permanent

Background

Titanic Foundation Ltd (TFL) was set up in 2008 as a charity to preserve Belfast's maritime and industrial heritage. We own a number of key tourist attractions/heritage assets including Titanic Belfast and SS Nomadic. Our commercial operator looks after the day to day management of these sites, allowing our role to focus on experience development, promotion and animation of Belfast's iconic heritage waterfront.

TFL is made up of an Executive team and a Board of Trustees that ensures TFL meets its objectives, targets and obligations. The Board of Trustees acts in an advisory capacity and day to day operational matters are the responsibility of the Chief Executive.

The Product Development Manager will provide support to the Chief Executive and the Destination Manager to deliver Belfast as a world class maritime heritage destination, implementing key strategies developed over the last 2-3 years including the TQ Destination Plan and Maritime Mile plan. Titanic Foundation is a small team and the role requires a high degree of teamwork.

PURPOSE

The primary purpose of this role is to work in collaboration with key stakeholders to develop new products and experiences along the Maritime Mile, which will allow local people and visitors to access and engage with the rich culture and heritage of Belfast's iconic waterfront.

Duties and Responsibilities

STRATEGIC CO-ORDINATION AND PARTNERSHIP WORKING

- Working with key stakeholders, develop a five-year costed action plan to kickstart the delivery of the Maritime Mile in the short to medium term.
- To regularly research, audit and map the development of the Maritime Mile, identifying opportunities for collaboration and partnership working to enhance the public realm and heritage offer.

- To develop and communicate toolkits, style guides and case studies to ensure consistency and best practice across multiple sites.

PRODUCT DEVELOPMENT, HERITAGE PRESERVATION AND EVENT PROGRAMMING

- Develop and deliver an interpretation plan for the Maritime Mile, auditing all existing interpretation/signage and identifying opportunities for the wider public to engage with Belfast's rich maritime heritage through bespoke interpretative signage, public art and digital platforms.
- Adopt innovative solutions to researching and interpreting our maritime stories including the use of digital technology and artist/historian in residence.
- Working with the Destination Manager and key stakeholders, commission a suite of Maritime Mile way markers and street furniture to provide a consistent and seamless feel to the destination.
- Support illumination of the Maritime Mile and key heritage sites, including temporary solutions as part of autumn/winter harbour lights festival.
- Identify and deliver opportunities for play along the Maritime Mile, including the proposed Sound Yard project.
- Manage the RiverBox project, identifying opportunities for future content/use.
- Develop and deliver a restoration plan for the three original H&W steam cranes and Caisson Gate, maximising their role as key features on the Maritime Mile.
- Provide an oversight and support role to SS Nomadic's operator of the ongoing maintenance and preservation of the ship and Hamilton.
- Working with the Destination Manager, support and facilitate a vibrant street trading offer along the Maritime Mile.
- Work with stakeholders to improve access along the Maritime Mile for pedestrians, runners, cyclists and less abled groups.
- Identify and deliver opportunities to enhance access onto the water.
- Support the Destination Manager to deliver a vibrant programme of annual events.
- Support the Destination Manager to engage with the arts community to ensure their full participation in delivering rich and diverse experiences across the Mile.

FUNDING AND PROJECT MANAGEMENT

- Apply professional project management approach to all projects.
- Ensure all planning, statutory and other relevant approvals are in place for individual projects.
- Always carry out risk assessments for individual projects and take necessary steps to ensure public safety.
- Identify opportunities for funding to support implementation of the Maritime Mile.
- Manage allocated budget as per Titanic Foundation's financial procedures.
- Manage external funding as per any agreed conditions.
- Support the implementation of the EU Horizon 2020 HUB-In project.

- Evaluate and monitor impact and outcomes of individual projects.
- Ensure ongoing maintenance regimes (and budgets) are in place for all projects.
- Manage external contractors to ensure best value for Titanic Foundation.

COMMUNITY ENGAGEMENT AND OUTREACH

- Identify opportunities to engage local communities with projects from inception through to delivery.

GENERAL

- Adhere to TFL's policies and procedures in relation to your work (to ensure that high standards of quality and good practice are maintained, developed and monitored);
- Adherence of your responsibilities under the Health and Safety policy and procedures and taking all possible steps to ensure a safe working environment, reporting all incidents or potential hazards;
- Promoting of equal opportunities through anti-discriminatory practice;
- Maintaining confidentiality always;
- Undertaking any other duties and/or responsibilities in connection with the requirements of the Company as the CEO directs.

Person Specification

Essential Criteria

- Honours Degree (or relevant qualification) in Business or relevant subject area.
- At least 2 years' experience in:
 - the development of innovative projects and events including project management of capital projects with minimum budget of £50,000.
 - building and managing relationships with multiple stakeholders or clients,
 - working as part of a small team,
 - the development and control of complex budgets.
- Ability to work unsupervised and to use own initiative.
- Organisational skills, motivation and ability to work to deadlines.
- Good IT skills.
- Hold a full current driving license and have access to a car.

Desirable Experience

- At least 3 years' experience in a similar role.
- Experience in digital technology.
- Experience in community engagement.
- Has knowledge, passion and understanding of Belfast's maritime heritage.

