Associate Director (AM6)

Location: Warrington with travel as required (we offer Hybrid working supported by a Smart Working Policy)

Full Time or Part Time: Full Time

Directorate: Land Referencing

**Company Overview:**

Ardent is the UK’s leading provider of land, consent management and stakeholder engagement services to support major infrastructure and regeneration projects from concept to delivery.

We are Project Managers, Chartered Surveyors, Transport Planners and Land Referencers, based in London, Birmingham, Warrington, Leeds, Glasgow and Dublin and supporting projects throughout the UK and Ireland.

Established in 1992 to provide a 'one stop shop’ for land and property matters for major infrastructure projects, our client portfolio includes some of the biggest players across our four core sectors of transport, renewables, utilities and regeneration.

We are passionate about delivering life-improving change for communities and future generations and we are proud to play a key role in facilitating and delivering the UK and Ireland’s net zero agenda, improving connectivity, enabling the repurposing of high streets and town centres and delivering new homes for the people who need them most.

We are problem-solvers, can-doers and solution-drivers working collaboratively with our clients to provide proactive and strategic advice to identify and mitigate risks, deliver efficiencies and, ultimately, achieve deliverable consents and build projects that positively impact people’s lives and the world that we live in.

**Technical Knowledge, Skills & Experience Required:**

* Fully capable of executing the role of both Project Account Manager on small to medium multi-disciplinary projects and Project Director for single service projects.
* Leading and overseeing the production of project deliverables, driving commercial outcomes accountable for accurate and timely invoicing to minimise WIP, getting debts paid on time.
* Effectively executing in accordance with the tender strategy, within a fixed price and negotiating successfully contract changes to drive optimal commercial outcomes.
* Demonstrate active thought leadership by presenting yourself as a leader and expert in your field with a passion for your work, being recognised as a senior advisor in your space.
* Strong management and leadership experience.
* Capable of developing and leading a motivated team, who are actively engaged in the objectives and strategic direction of the Directorate. Leading by example and actively supporting and passing on knowledge and experience to your team so as to develop them ready for their next roles.
* Able to effectively handle conflict, deal with and confront difficult situations through to resolution.
* Using experience and knowledge of determining the right approach, to include adopting the correct policy and processes required.
* Able to adapt your management style to the individual needs of the team and the members of your team. Ability to give and receive feedback effectively
* Capable of difficult conversations in relation to performance, with experience of handling those conversations and understanding the processes.
* Actively engaged in managing and dealing with all people related work for your team, including probations, effective management of formal and informal reviews, objective setting, annual leave, sickness, wellbeing, recruitment, performance management and succession planning, working with People & Culture as appropriate.
* Accountable for the identification of talent in your industry, ensuring that you create a strong team, by active and effective use of the Probation period, objectives, management techniques and leadership.
* Capable of writing and winning tenders in your business area, delivering new work to the business, and demonstrating successful repeat business from existing clients.
* Contribute to business development for the company by representing the company at functions and creating effective relationships with existing and potential clients.
* A presence in the external market with strong networking skills and the ability to attract external talent.
* Keep up to date with consenting, delivery and compensation knowledge, as appropriate for your role and Directorate
* Understanding and being able to further promote Ardent services and cross sell to clients.
* Keeping up to date with relevant legislation.
* Confidence in leading client meetings.
* Experienced in advising clients in a technical capacity with a high level of technical expertise and commercial acumen.
* Working with the relevant peers and colleagues across the Ardent Group to assess requirements for the team, identifying skills gaps and resource requirements to support the Business plan and Directorate objectives, identifying suitable candidates and managing recruitment to build successful teams.

**Key Business Skills:**

**People**

**The role is accountable for the following:**

* Supporting less experienced colleagues in developing their communication skills.
* Supporting less experienced colleagues through encouraging their attendance at internal and external events, making introductions to your contacts and supporting their use of LinkedIn and other relevant platforms.
* Regularly provide feedback to more junior colleagues and coach them in relation to client interactions and understanding client requirements.
* Demonstrate ability to resolve conflict and maintain a happy, motivated & engaged team.
* Demonstrate leadership within project teams and within Directorate, including setting goals, monitoring progress, and resolving conflicts.
* Demonstrate leadership in promoting EDI values and principles within teams and projects.
* Working as an effective and engaged Coach, training less experienced colleagues and your team on how to become an effective Coach, aligned to the responsibilities of their role.
* Active in promoting the culture of Ardent, leading by example and actively demonstrating the Ardent values.
* Embrace and drive change for the benefit of the business and our people. Embedding requirements of the change journey within your own behaviour and that of your team.
* Accountable for the identification of talent in your industry, ensuring that you create a strong team, by active and effective use of the Probation period, objectives, management techniques and leadership.

**Quality**

**The role is accountable for the following:**

* Developing confidence to present on relevant subject matter to clients and ability to chair client / multi-disciplinary meetings.
* Demonstrate capability to build and maintain relationships with clients, demonstrating responsiveness and client-focused communication.
* Creating and delivering presentations to existing and potential clients, and to colleagues in other Directorates.
* Demonstrate aptitude to take on Project Director responsibility and perform that role effectively in the context of small / mid-size projects, including projects that involve multiple Directorates.
* Drive improvement of staff engagement, customer service and financial KPIs.
* Seek out efficiencies, including the adoption of new and evolving technology and alignment to a commercial strategy. Realisation of commercial benefits and driving to deliver those benefits

**Growth**

**The role is accountable for the following:**

* Developing effective Key Account Management with small/medium accounts, employing different approaches to reflect and achieve objectives (i.e. growth, defensive, prospect).
* Develop the ability to know when to involve others, including identification of opportunities to play in colleagues from other Directorates.
* Displaying leadership qualities by communicating the business's vision, purpose and values to others, motivating colleagues / teams, and fostering a culture of open communication.
* Contribute to business development for the company by inputting into tenders, representing the company at functions & building relationships with new & existing clients.

**H&S/SV**

**The role is accountable for the following:**

* Takes responsibility for others complying with policies and procedures in accordance with Ardent’s ISO9001 (Quality), ISO14001 (Environment) ISO45001 (Health & Safety) accreditations.
* Demonstrates the right behaviours with respect to Health & Safety for themselves and colleagues.
* Assisting in the development and implementation of ESG strategies for clients and the organization.
* Working with less experienced colleagues to deepen their understanding and awareness of ESG and associated policies, strategies and metrics.

**Finance**

**The role is accountable for the following:**

* Developing strong negotiation skills and commercial acumen to be able to price jobs in a manner that achieves commercial objectives.
* Developing the ability to undertake in-depth profitability analysis for projects and make data-driven recommendations for commercial optimisation.
* Developing the capability to lead the development of pricing strategies that consider market dynamics, client value, and competitive advantage.
* Demonstrate clear understanding of the 'Seven Levers' and the means by which each lever can be pulled in order to achieve improved commercial performance.

**Behavioural Skills Required (Based on our Values) :**

* **Thirst for Knowledge** *(We embrace opportunities to learn and improve for personal and professional growth) -* Demonstrate a strong commitment to the development of yourself, and your people, for your role in a growth company and future role. Coach and mentor others (or actively engage with your Coach) to have a deep understanding of their knowledge and experience. Actively supporting with areas of development and career goals, extending beyond a technical remit and actively developing your business knowledge on an on-going basis.
* **Own It** *(We do what we say we will. We own our individual actions, are accountable for them and take pride in adding value)* - Act like it matters, take pride and caring about the outcome of people in your team, or who you work with, and your clients objectives.
* **Be the Difference** *(Focus energy to make things happen. Be beyond process. Stand up, Stand out)* - Be confident in your decisions and implementing them, taking into account the wider structure and *objectives of the business, working with or alongside peers across the business. Be more than any other competent person in your role.*
* **Enjoy the Journey** *(Have fun, be engaged and be proud to be Ardent) -* Translatinggoals and visions of the business into meaningful objectives for your team in a positive and engaging manner (delivering excellence in your own objectives), demonstrating your commitment to Ardent and the wellbeing and development of your team and colleagues. Understand the needs of your people and colleagues to have, purpose/fulfilment, personal growth, engagement, team culture and fair pay.
* **Adapt** *(We drive change and innovation to deliver growth and new opportunities in an ever-changing world)* - As a growth company Ardent is all about change. You must be a change maker. Demonstrate ability to drive and/or implement change to enable Ardent to continue to excel. Listen to your team and people you work with to actively search for opportunities to create change. Exhibit a resilient attitude, communicate key information in a clear and engaging way to influence others**.**

*Ardent is an equal opportunities employer that is committed to inclusion and diversity. We positively encourage applications from suitably qualified and eligible candidates regardless of race, colour, religion or belief, age, sexual orientation, gender identity/expression, disability status or other legally protected characteristics.*

With people at the core of our business, we offer employees an unrivalled career opportunity rather than simply a job. In a fast growing organisation, we train, develop and support our staff to grow and achieve their career goals. This is supported by a number of initiatives to look after the wellbeing of our employees whilst allowing employees to work flexibility and maintain a positive work life balance.

We offer an attractive benefits package to include :-

* Hybrid working
* Smart Working Policy
* Medical health plan
* Career progression
* Coaching
* Cycle to Work
* Electric Car Scheme
* Enhanced maternity and paternity pay

For more information, please see our services page on our website at [www.ardent-management.com](http://www.ardent-management.com)

Interested? Get in touch!

Should you be interested in hearing more about the position or wish to send your cv in to people@ardent-management.com or contact Stuart Thomas stuartthomas@ardent-management.com