



# Programme Manager

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**Salary:** £60,000 to £75,000 (Experience dependent) + up to 20% performance bonus

**Benefits:** Up to 7% matched Pension, private medical insurance, and travel insurance

**Hours/days per week:** 37.5 hours/5 days

**Place of work:** Home working with occasional travel as required

**Reports to:** Executive Director/Board

## About us

Heat in buildings accounts for more than a third of the UK's total carbon emissions, with more than two million businesses and 24 million homes burning fossil fuels for heating.

To achieve Britain's climate goals, there is an urgent need for a national shift from fossil fuel heating to low-carbon alternatives—and heat networks offer a proven, scalable option.

1Energy is the UK's leading developer of low-carbon, city-heat-networks. Our mission is to decarbonise heat in cities and towns across the UK, accelerating the transition to net zero.

Our heat networks provide the lowest cost, simplest and fastest route to decarbonising heat at scale and a long-term foundation for healthier, greener cities.

In just over three years, 1Energy has grown from a start-up to having over £600m of heat networks in development, with ambitions to deploy £1bn within the next eight years into building new networks.

1Energy is backed by a dedicated fund established by Asper Investment Management, which supports the development, construction and operation of our networks.

Our team are leaders in the heat network industry—having delivered and operated more than 100 district heating projects over the past 15 years.



## About the job

1Energy is growing rapidly so this is an excellent opportunity to join a developing business and become involved from the outset. We are looking for a Project Management Officer to join our pioneering team, delivering first of a kind, Low Carbon Energy Infrastructure for our schemes.

We are seeking a Programme Manager who is the first step in creating a PMO function. The individual will specialise in managing multiple projects throughout the project lifecycle of multidisciplinary heat network schemes, from feasibility and detailed development through to commercialisation, delivery, and operational handover.

Additionally, the role will work closely with Project Managers to ensure the overarching project schedules are maintained and monitored to an exceptional standard. This role requires a strong background in programme and project management, with a focus on sustainable energy solutions and infrastructure development.

The role acts as a key point of contact for Project Directors and 'Heads of' to ensure projects remain on time and within budget at all stages of the project lifecycle.

## What you'll do

### Overall Management:

- Work closely with Project Managers on each heat network project to ensure each project's detailed activity schedule is built accurately, reflects ongoing programme changes and provides meaningful insight across the business (e.g. contributing to co-ordination of technical, commercial, financial (cashflow) and legal activity).
- Engage with a wide range of internal and external stakeholders, incorporating mapping and master planning activities by facilitating regular steering group meetings.
- Smooth communication across all stakeholders is critical, assisting in the execution of risk management, and helping to meet project deliverables on time and within budget.

### Governance and Standards:

- Establish and maintain project management standards, processes and templates across the project lifecycle. Adhering to established best practices and methodologies (e.g. Agile, Waterfall)
- Ensure projects are managed efficiently, transparently and in alignment with regulatory requirements and strategic business objectives.
- The PMO will ensure compliance with the Energy Act 2023 and the forthcoming Heat Network Technical Assurance Scheme (HNTAS),



including adherence to the CIBSE Code of Practice CP1 (2020) for technical guidance and voluntary minimum standards for heat networks.

**Risk Management:**

- Identification, assessment and management of risks across the projects.
- Use cross-project knowledge to assist with development of risk mitigation strategies and escalate issues to senior management as required.
- Plan and co-ordinate technical, commercial, financial and legal workstreams.

**Change Management and Improvement:**

- Manage change initiatives related to projects and ensure changes are properly documented and communicated.
- Identify areas for process improvement and lead initiatives to refine project management practices. This includes suggesting new methodologies or tools to boost efficiency and project outcomes.

**Performance Monitoring and Reporting:**

- Establishing project performance metrics and key performance indicators (KPIs) to track project progress, budget, and timelines.
- Creating and maintaining regular project and portfolio reports for senior leadership.
- Conducting project reviews to ensure projects meet deadlines, stay within budget, and achieve objectives.

**Project Support and Mentoring:**

- Support Project Directors and teams with tools, training, and guidance, and mentor less experienced project managers.

## What you'll need

- Project Management Expertise: Relevant qualification (e.g., PMP, Prince2, Agile or equivalent) and/or proven experience of project management methodologies, frameworks, and tools.
- Communication Skills: Strong written and verbal communication abilities to engage stakeholders and report on project progress.
- Competent in the use of Microsoft packages and familiarity with project management software such as Microsoft Project/ Jira/ Trello and reporting tools – Excel and Power BI.
- Leadership Skills: Ability to guide and mentor project managers, lead a team, and make decisions at the strategic level.



- Risk Management Expertise: Skilled in identifying and mitigating risk, navigating project challenges.
- Analytical Skills: Ability to analyse project data and performance to provide insights and recommend improvements.
- Willingness to learn new skills and develop an excellent working knowledge of the business and sector.

**Desirable:**

- Qualifications: Degree in Engineering, Project Management, or a related field
- Experience and knowledge of large-scale district heating projects

1Energy's team is comprised of head office remote and on-site roles, with our team members based across the UK; for this role, however, occasional travel will be required to meet with customers, stakeholders and colleagues. All applicants must be eligible to legally work in the UK.

## Work with us

If this sounds like you, we'd love to hear from you. Please send us an email with your CV to: [info@1energy.uk](mailto:info@1energy.uk)