**Associate Director - Water Sector (Physical Data)**

**Role title:**  **Associate Director - Physical Data**

**Reports to: Divisional Director**

**Grade: Associate Director**

**Sector: Water  
Divisional: Water Quality**

**Purpose / Scope of role**

A world class environmental consultancy, the APEM Group possesses a unique blend of high standard capabilities that allow the business to operate alongside large multidisciplinary consultancies and for international corporations and governments. This is done by maintaining trusted relationships with our clients and offering agile consulting solutions to solve complex challenges.

We are a high growth business, fuelled both organically and through acquisition, and becoming international. This role is part of the global APEM Group leadership team, building sustainable success through a high-performance culture, robust operations, applied market insight and progressive excellence.   
  
The primary accountabilities for this role pertain to the efficient and effective operational delivery of services within the annual Water Quality Physical Data team plan, including:

* Leading operational performance
* Developing and mobilising people within projects underpinned by operational KPIs
* Management and development of a portfolio of existing and new water sector clients, operating across freshwater, transitional and coastal environments
* Driving commercial health and financial performance of physical data projects

The Physical Data team has recently consolidated and expanded existing services previously delivered across APEM’s Water Sector. These include delivery of transitional and coastal (TraC) water quality monitoring survey programmes for the UK water sector (targeting large AMP8 survey programmes), hydrometry data collection (including multiple deployment logger programmes) and oceanographic data collection. It is expected that the Physical Data Associate Director will assist in driving forward these areas of work and also potentially parallel/linked data collection services elsewhere in the business.

**What success looks like in this role**

This is an exciting role within our wider Water Sector leadership team. Sector-wide success will come from collaborating across the leadership cohort to support our clients, unlock opportunities and bring to life our vision, mission and strategic plan. The ability to work collaboratively with the wider leadership team to grow resource capability and effectively lead people and project delivery is therefore essential.

Building on proven industry links will be a key element of success, with effective leadership resulting in an operational approach that is appropriately resourced and structured to deliver with resilience. This role will also provide the opportunity to capitalise on broader opportunities within the APEM Group (including cross-business project design and delivery) whilst influencing the strategic direction of our delivery to water clients. And it will give the post holder the ability to develop and grow personally and assist with Divisional diversification.

**Key Responsibilities**

**Operational Excellence**

* Lead all aspects of day-to-day operational management to ensure the optimisation of people and resources to client projects.
* Maintain and promote robust standards of physical data collection and management, ensuring efficiency, technical excellence, safe working practices and support for innovation.
* Responsible for directing multiple projects simultaneously, ensuring change control, reporting of issues and that client requirements and deadlines are met within allocated budget.
* Ensure commercial hygiene standards across projects and internal processes.
* Implement and maintain best practices to drive productivity within the team.

**Growth**

* Drive achievement of team and service growth plans, in partnership with the wider Sector Leadership team members and Business Partners.
* Support the management of strategic accounts to develop trusted relationships and long-term customer lifetime value.
* Establish and maintain relevant strategic partnerships and alliances.
* Identify and deliver on opportunities to enhance quality of services to meet client expectations and create client value.
* Pro-actively maintain a good knowledge of the evolving capabilities across the Group to identify and capitalise on opportunities for cross-sell and cross-team collaboration.
* Support/input to budgeting, forecasting, and financial analysis for the team, in partnership with the Divisional Director.
* Partnering with Business Development Managers to enhance both organic and targeted business development and cross-sell capability and activity within the team.
* Lead technical inputs to the tendering process, working with APEM Tenders team.

**Building a High Performing Culture**

* Lead people inclusively and collaboratively, using feedback and coaching to drive performance and capability development.
* Actively manage large, operational teams through transparent communication, clear goal setting, prompt conflict resolution, empowerment of others through delegation and fostering a continuous learning and development culture.
* Be part of the development and delivery of long-term people plans to include employee engagement, behaviours, organisational design, succession planning, and skills building.
* You are an advocate for APEM group and build alliances internally and externally to leverage skills and expertise development.
* Demonstrate agility of thought and the ability to re-pivot or make tactical interventions if needed.
* Use data, insight, and calibration to underpin objective decision-making.

**Governance**

* Champion Health and Safety and ensure that all internal and external regulatory standards are maintained.
* Take reasonable care for the safety and wellbeing of yourself and others; make use of the tools, equipment, training, and resources; and actively engage with colleagues at all levels to contribute to the continuous improvement of health and safety management.
* Operate a learning approach to issues or near-misses, across a range of operational activities.
* Identify opportunities for operational cost optimisation.
* Complete mandated training and ensure its completion across your teams.
* Work with teams to integrate compliance into operational processes.

**General**

* Carry out any additional activities that may be reasonably required or requested.
* Maintain your knowledge of relevant industry and business updates.
* Role model professional and other expected behavioural standards.

**Skills/Knowledge/Experience/Qualifications**

**Essential**

* Excellent communication abilities, both written and oral.
* Proven ability to deliver high quality consultancy services within budget and to a high scientific/ quality standard.
* Knowledge & experience of project delivery cycle including commercial aspects of project tendering and delivery.
* Proven track record of delivery across a multiple faceted role, including data collection, consultancy services and business strategy.
* Experience and a strong understanding of the dynamics of the markets in which your specialist service operates.
* Proven links and successful working relationships across the water industry sector and physical data collection projects.
* Excellent stakeholder management skills working closely with Finance and People Business Partners, recruitment, tenders, business development and the executive leadership team
* Proven capability of leading the performance of and developing others.

**Desirable**

* Member of relevant chartered institution or professional body.
* Qualified at a post-graduate level in relevant field.
* Understanding and interpretation of commercial finance.
* Data processing and applied data consultancy reporting skills.
* A ready familiarity with the services offered by the other APEM Water Sector teams

**Our Values**

Our most important assets are our people who work here. We all work as one team and rely on each other. We wish to create a working environment to which our people are proud to belong, by maintaining our values at the forefront of everything we do. These values are:

* Integrity – We do the right thing
* Quality – Quality in everything
* People - We care
* Forward thinking – We focus on the future
* Positivity – We believe we can
* Fairness – We champion equality

**Our WOW Factor**

When home became work, we learned that flexibility, understanding, and balance allowed us all to move forward and grow together. So, no matter where you’re based, the hours you keep, the toddlers you have to entertain, or outside interests that help with your wellbeing we’re committed to our Ways of Working (WOW) with each other so we can continue to be our best.

**You belong**

We recognise that everyone’s story is different. The opportunities, experiences and challenges faced in life shape who we are, and we understand that these are the things that make us individual and unique. Embracing our differences means we’re able to approach what we do from every angle.

Inspiration and insight can come from anywhere, and no matter your history or choices in life, we empower our people to be their best, so we can be our best, together. **We welcome the whole you.**