

Un.titled (Part of the Williams Commerce group of companies)

Digital Project Manager

We're a full-time team of eighteen working with arts cultural, NfP, retail and commercial clients. We are part of the Williams Commerce group of companies and we're going through an exciting period of development and growth.

We're an agency obsessed with user experience and user led digital design and delivery - we also focus on open source technology (Drupal and Wordpress are our development and publishing platforms of choice) and eCommerce. So you'll be part of a great team working alongside developers, designers, project managers, delivering great projects to clients who make a real difference to the world and you'll be part of the open source revolution.

We run projects in a variety of approaches - agile where appropriate, waterfall in others but irrespective of the approach, at the core of Un.titled is a deep seated desire to do a good job, for people doing good things and to enjoy it while we're doing it. It means we're passionate about our technology, our clients and making a real difference to their online presence - we always want to extend their online reach and help teach them new things.

One of the key reasons for working @ Un.titled is that you get to work with an outstanding roster of organisations - from national museums to global fashion houses, theatres to cinemas, not-for-profits to contemporary arts organisations. Positive clients and positive ongoing relationships are crucial to continued success.

This is your dream job if you're passionate about producing high quality online digital projects and you want to build on a proven track record of success and over-delivery. It will be fast, intense, challenging and involved. Together we'll also make it fun and dynamic. The ideal candidate will;

- be familiar with a user-led process for delivering digital projects - from user research to personas, through to UX-based design
- have overseen and successfully managed a number of digital projects (e.g. the redevelopment of a company or organisational website; the integration of two or more online services or platforms - a CRM, a ticketing system, an ecommerce platform etc)
- will have good technical knowledge - in SEO, structured data, analytics as well as an appreciation of the software development lifecycle
- will be familiar with the tools of the trade - one or more CMS' for publishing website content (e.g. Drupal and WordPress), one or more ECM's for email marketing (e.g. MailChimp and Campaign Monitor), one or more ecommerce platforms (e.g. Shopify or WooCommerce) as well as other digital marketing tools for SEO, analytics and PPC (e.g. Google Tag Manager and Search Console)

We are looking for someone who is technically minded, a self-starter and able to keep on top of a variety of tasks, who can move smoothly between projects and challenges. You will:

- scope and manage projects, across a range of clients primarily focussing on web builds
- put the user first when conceptualising and delivering digital solutions
- gather detailed technical project requirements, working with clients and the Un.titled team to conceptualise, communicate and deliver technical solutions
- test digital deliverables against client requirements
- set realistic schedules and timelines, allocating resources (both internal and external) accordingly
- identify and manage project risks
- deliver an excellent level of client service - defining and delivering client objectives
- Contribute to the ongoing development of the Un.titled business - working as part of the Un.titled team to ideate and evolve products and services

Benefits include a highly competitive salary, health care, flexible and remote working, paid parking and additional annual leave. You will also benefit from professional development and training.