

JOB DESCRIPTION

Job Title: Technical Manager

Reports to: Senior Technical Manager

Direct reports: None directly, but secretarial support from Office Administrator

This role involves working in the CPA's Technical Team and being responsible for our digitalisation programme. Digitalisation of the industry is critically important to our members. We have projects, tools and research underway in this area. The role involves taking these forward with member and industry engagement and delivering a step-change for construction product manufacturing.

Job Objectives

1. Ensure that the regulatory framework, standards, sustainability policies, and industry improvement initiatives, which affect the construction products sector, will incentivise and support the development of an innovative, growing and profitable construction products industry.
 2. To help establish a legislative, regulatory and standards framework that allows the industry to be competitive.
 3. To work with the members to promote a culture of product and process innovation geared to improving the performance of the construction industry.
 4. To ensure that product manufacturers and suppliers have a key role in delivering a digitally enabled and more sustainable built environment.
 5. To contribute to the development and management of the relevant Committees and play an active role in developing the team.
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Key Priorities in Support of Job Objectives:

I Legislative and Regulatory Framework

- Ensure early awareness of relevant regulation/legislation at both domestic and relevant overseas levels – particularly in building regulations, product regulations, technical innovation, health and safety and consumer protection.
- Develop industry-wide positions on such proposals and influence decisions by relevant authorities; e.g., UK Government, Devolved Powers, European Commission, etc.
- Work to achieve appropriate implementation of legislation, policies and raise awareness of the implications for the industry.

- Ensure the Association have effective Technical Committees and other working groups in specialist areas, such as competence.
- Support the Senior Technical Manager in ensuring there is effective industry input to bodies such as BSI, BBA, CP Europe and wherever else the industry needs to be represented, undertaking this representation whenever it is necessary or appropriate.
- Ensure, with the Senior Technical Manager, the Association is fully involved in the review of the process for developing the new regulatory framework and building regulations.

2 Product and Process Innovation

- Work with members and project partners to support the development of a digitally enabled construction supply chain.
- Support other CPA staff on product innovation particularly their relationships with national funding bodies, Government departments and other relevant bodies.


3 Delivering a more sustainable built environment (*in co-operation with Environment Policy Advisor*)

- Support the Technical Team in developing with others a programme for delivering zero carbon new housing.
- Work with others in the Association to persuade Government to adopt more effective measures for improving the energy efficiency of the existing building stock.

4 General

- Contribute to the development of the Association and the team.
- Help communicate the Association's messages in the areas for which you are responsible to our members, the media, and others we seek to influence.
- Represent the Association externally, deputising for the Senior Technical Manager where appropriate.

Key competencies

- An understanding of digitalisation in construction including BIM and Level 2 implementation.
 - Knowledge and experience of building regulations and other relevant legislation and regulation.
 - Ability to quickly assimilate, explain and disseminate complex information in a brief and lucid manner.
 - Ability to communicate and influence through the written and spoken word, in one-to-one, informal and formal meetings, as well as in press interviews and articles and other publications
 - Good interpersonal skills and ability to work with wide range of people
 - Clear thinking
 - Strong organisation and planning skills
 - Attention to detail
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- Able to take ownership of projects and work independently
 - Ability to deal with people at all levels and within other sectors
 - Good self-presentation
 - Team player but able to work on own initiative
 - Good time management and ability to deal with competing priorities
 - Reliable
 - Enthusiastic
 - Flexible/Adaptable
 - Focused
 - Approachable
 - Assertive
 - Diplomatic
 - Professional manner via all forms of communication
 - Play an active role in developing the team.
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This job description does not represent a finite list of duties and you may be called upon to undertake further duties or additional duties not already mentioned but in accordance with your post as (post). This job description does not represent a Contract of Employment and it will be subject to periodic review and may be amended to meet the changing needs of the organisation.

March 2019

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