

Programme Manager (6 month FTC)



Design is everywhere....

*"From spoon
to city"*

Massimo Vignelli, Architect

About the Design Council

The Design Council's purpose is to make life better by design. And our mission is to do that by focusing on Design for Planet. There can be no greater cause than fighting to save our precious planet.

Design for Planet will be a theme through all our work to create better places, better products and better processes, all of which lead to better performance.

We commission pioneering evidence-based research, develop groundbreaking programmes and deliver influencing and policy work to demonstrate the power of design and how it impacts the economy, business innovation, places and public services. We bring together designers and non-designers – from grassroots to government and share with them our design expertise to transform the way they work.

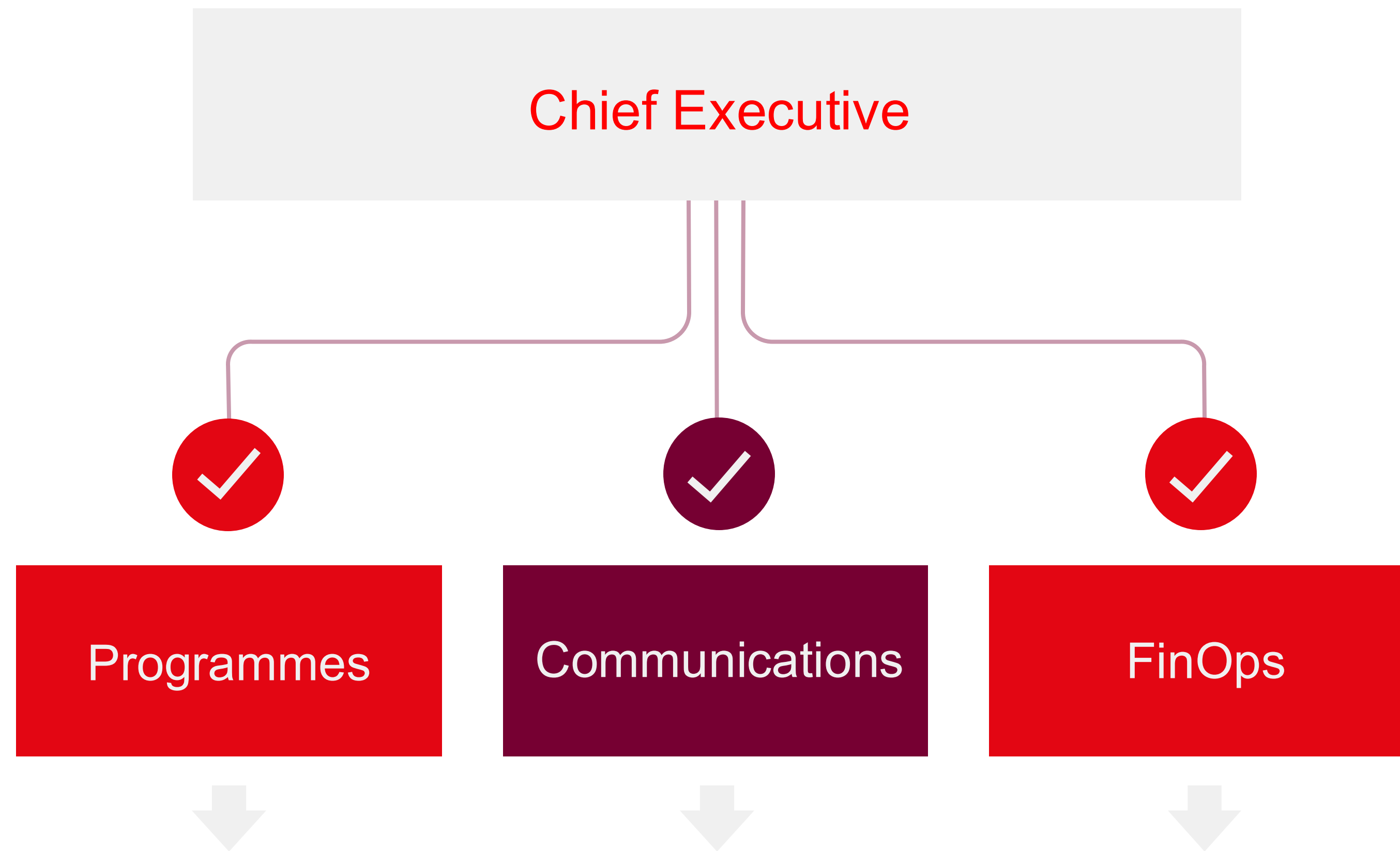
Good design is inclusive design. We actively aim to employ a diverse workforce, and we have a commitment to do that. We encourage conversations around flexibility in terms of location, hours and other arrangements so we can welcome people with different, experiences, background and perspectives.

The Design Council is committed to the learning and development of its colleagues so that they gain the necessary skills to reach their full potential and progress within their profession and within the Design Council. We operate a structured career path on set criteria so that colleagues have a clear understanding of how they can progress and be recognised and rewarded.



About the Team

The Design Council is a team of around 30 people. As a small team with a massive remit, we work collaboratively within this structure:





Benefits

The Design Council offers a number of benefits.

Some of them include:

- 28 annual leave days pro rata
- 2 Additional days off over Christmas
- 5% Employer Pension Contribution – going up to 7.5% if requested
- Hybrid working policy – working in office 2 days per week
- Flexible working
- Employee Assistance Programme
- Life Assurance Policy
- Cycle to work scheme
- Season ticket loan
- Enhance Maternity and Paternity Leave
- Learning and Development plan – 5 L&D full days per year
- Buy additional 5 days leave

About the role

Programme Manager

We are looking for an exceptional candidate to join our Programme team to increase our bid and tender management expertise and capacity while also supporting the team to deliver design-led projects that demonstrate the value and impact of design in addressing complex challenges. This role will suit candidates with a design background and/or strong programme and bid management experience, including those from design consultancies, innovation programmes or creative public initiatives.

You will be responsible for overseeing the bid process internally supporting the team to respond to large scale opportunities while also contributing to the successful completion of projects on time and within budget.

The ideal candidate will be responsible for:

- Managing a small number of projects ensuring client outputs are achieved within budget, scope and on time.
- Coordinating multidisciplinary teams including **designers, researchers and external experts**
- Overseeing bid and/or project progress and address issues or delays

- Effectively capturing knowledge by producing case studies and sharing these with colleagues.
- Managing client relationships and identifying opportunities for future collaboration
- Supporting senior colleagues to scope potential new projects, bids or tenders with new clients
- Share your expertise and knowledge with colleagues
- Working with senior colleagues to ensure team quality, financial and other targets are all achieved.
- Undertake any other reasonable duties as required.

This is a 6-month fixed-term contract, with the possibility of extension aligned to business growth and the successful progression of programme development.

Salary £42,000pa

Contract Permanent

Reports to Programme Lead – Innovation

Location Hybrid working with 2 days per week minimum (preferably more) in our office at AHMM offices.

This role will involve some evening work and travel as required in accordance with the needs of the projects.

About you

Expert Knowledge and Qualifications

Skills & Experience

- Graduate or equivalent professional experience in design, the creative industries and/or project leadership.
- Experience delivering **design, innovation or transformation projects/programmes**
- Experience in project and programme management - AGILE PM certification (desirable)
- Experience managing **bids, tenders, grant applications or proposal development**
- Experience delivering projects using design frameworks or design methods to improve places, address business challenges and/or upskill participants
- Range of management skills, including resource planning, client relationships, people and communication.
- Ability to work in an agile environment, to be proactive and fast-paced while always ensuring results are achieved.
- Ability to be diplomatic, able to act with confidence and integrity in all situations while influencing others.
- Passionate about how design improves people's lives.

Our values & Behaviours

- **Boundless Curiosity.** Dynamic scoping of new ideas and best working practices to create and demonstrate impact.
- **Inspire Possibility.** Brilliant team and project leadership so we clearly communicate the value and impact of design.
- **Powerful Together.** Role modelling how to get the best out of everyone so we all maximise our contribution to Design for Planet.

Corporate responsibilities

- Proactively identify and manage risks and financial controls in relation to the Design Council and your specific area of responsibility
- Comply with the Design Council's operational policies and procedures including financial and risk management, project management and evaluation processes, brand guidelines, GDPR, information security and internal health and safety policy.

Join us

To apply for the role please submit your CV and covering letter, via this [link](#).

The closing date for all applications to be received is **4 May 2026**.

The Design Council is fully committed to being a diverse and inclusive organisation. We welcome applications from everyone who meets the criteria. If you need any additional support, please do send in an early alert to our email address below.

Further questions can be directed to Ishbel Allotey, Head of HR at the following email address: recruitment@designcouncil.org.uk but please note that submissions must be made via the link above.

Visit designcouncil.org.uk to discover more about our work and mission.



“The fundamental idea of design is to make the world a better place.”

