



## Senior Project Manager: Sydney / New York

Technology is literally changing the world around us and yes, some people tend to focus on why that change is bad - it makes us uncomfortable; it breaks our status quo, it feeds our uncertainty - but at Orchard we choose to see it differently. Technology can make lives better. It can make businesses better, brands better and experiences better. It can be the change we want to see in the world.

Which is why we, at Orchard, rally around a single purpose: to invent better outcomes through creativity and technology. Those better outcomes can only exist in the context of people irrespective of if we label them users, customers, patients, clients or even staff.

### The Opportunity

We're currently on the lookout for a talented Senior Project Manager with awesome digital experience to work in our Consumer Project Management team in delivering amazing results for our clients.

We offer a good, fun working environment and all the necessary support and structured training you need to grow your digital career.

### Key Function

The Senior Project Manager works with the Project Management and Account Direction teams to deliver digital projects to our clients.

- Manage multiple projects (including websites, iPad and iPhone projects, emails, banners, etc)
- Facilitate client requirements gathering workshops and document outcomes
- Work collaboratively with internal teams to ensure the best solution is offered
- Develop a detailed project plan and monitor progress
- Collaborate with internal teams to design, develop, and implement digital projects
- Must have excellent client-facing and internal communication skills, and manage communication with clients, including initial scoping meetings, client WIP meetings and progress updates
- Experienced in running both agile and waterfall projects
- Highlight potential risks and act proactively to resolve issues
- Seek opportunities for improvements and suggest new projects
- Demonstrate a good business acumen and understanding of project profitability, team profitability and utilisation
- Document copy, creative, HTML and technical briefs and brief into internal staff and freelancers
- Show strong leadership skills and ability to manage and mentor project managers and project coordinators



## What you can bring

- 6+ years' experience running digital projects
- Understanding of SEO and Google analytics
- Familiarity with content management systems and HTML / CSS
- Hands on experience with project management software
- Hands on experience with Jira or any tasks/ time tracking software
- Show a strong commitment to the Company's core values of Collaboration, Integrity & Curiosity
- Embrace and respect the Company's community and environmental responsibilities
- Exceptional communication skills
- Proven ability of working within a team
- Excellent attention to detail
- Applicants MUST have the right to work within Australia

Above all, the successful candidate to join Orchard will be someone who has a strong work ethic driven by creative passion, positive energy and thrives on challenges, alongside a desire to grow with the company!

If you feel like this is the right job for you, would like to take your career to the next level, work in a great cultural environment that allows you to grow and enjoy work, please email your CV and contact details to [jobs@orchard.com.au](mailto:jobs@orchard.com.au) and we will arrange to meet you!



## A little about Orchard

We offer an awesome, fun working environment full of culture and energy. We leave our egos at the door and past that door is a super cool office space filled with inspiring people and free crumpets.

We pride ourselves on our work and also our work / life balance. We're 100% committed to you, your career at Orchard and your continued professional and personal development. We offer a rich array of internal and external structured training and education courses as well as ongoing individual wellbeing support through our Employee Assistance Program.

As an agency we fuse enthusiasm, creativity, and technology to Invent Better outcomes for leading International and Australian brands such as BI, Zoetis, Schwarzkopf, MSD, GSK, Electrolux, BT, Ikea, and Hyundai to name a few.

Invent Better are two little words that define our big approach. It's a belief that creativity and technology are the key to winning in today's digital age, and it's a formula that challenges us to engage with our clients in a way that always pushes us that little bit further every time.

**Sydney** | New York

Invent Better – make a difference