



Humber Freeport Company Limited

Programme, Partnership and Contracts Manager

Job Description

October 24

Humber Freeport Vision

To be a major catalyst in the development of the Humber economy.

Purpose of Role

- To develop and manage programmes, partnerships and contracts supporting the Humber Freeport and partners sustainable growth and development.
- Accountable for delivery and assurance of Humber Freeport capital and revenue programmes.
- Ensure liaison and partnership with primary sub-groups and their leads.

Job Description

- 1) Programme manage Humber Freeport Company Limited and Seed Capital projects.
- 2) Enter into and manage contracts with external partners.
- 3) Ensure the development of external partnerships linked to the development of Humber Freeport Company Limited objectives, specifically initiatives covering Innovation, Skills and Net Zero.
- 4) Liaison with the Accountable Body.
- 5) Monitoring and Evaluation of Humber Freeport Company Limited performance.
- 6) Be an ambassador for the Freeport movement representing both the Humer Freeport and the Freeport initiative complementing Government policy.

Key Contacts

- 1) Project Sponsors.
- 2) Delivery Organisations (e.g. Utilities, Development Partners).
- 3) Central Government – primarily DLUHC.
- 4) Accountable Body (North East Lincolnshire Council).
- 5) Humber Freeport Company Limited board Directors.
- 6) Third party funding organisations.
- 7) Sector sub-group leads – Net Zero, Innovation, Skills and Opportunities



Knowledge, Skills and Experience

- 1) Qualified to degree level or equivalent.
- 2) Qualified in project management.
- 3) IT Literate.
- 4) Demonstrate experience and knowledge of programme and project management.
- 5) Demonstrate knowledge and experience of contract management.
- 6) Demonstrate knowledge and experience of partnership working.
- 7) None if limited line management.

Organisation Structure

Chief Executive Officer
Investment Manager
Programme, Partnerships and Contracts Managers
Secretariat

Dimensions

Humber Freeport turnover £750,000
Staffing complement – four
Tax Site allocation 600 hectares
Three major partnerships – Skills, Net Zero and Innovation
Seed Capital contract worth (Autumn 2024) £25m