

Project Manager – Digital

January 2022

The Triple P – Positive Parenting Program is one of the world's most effective parenting programs, designed to give parents the skills they need to raise confident, healthy children and teenagers and to strengthen family relationships.

The global digital team is managed from our Brisbane head office and supports Triple P digital projects all over the world. With the continued growth and success of our digital programs we have an opportunity for a Digital Project Manager to join our team. This role will assist with the management of global digital projects to ensure client needs and parent outcomes are achieved.

The Role

The Digital Project Manager will be responsible for:

- Development of project plans
- Coordination with stakeholders
- Management of project parameters
- Identification and management of project risks and issues
- Review of contracts and proposals
- Coordination of budgets and costs
- Monitor contract deliverables

Working from home and office, with occasional outside hours required for international meetings

The Person

To be considered for the role you must possess:

- Project management experience
- Experience working with digital products or services
- Undergraduate degree
- Experience working with internal and external stakeholders and teams
- Ability to work in a commercial environment with soft business development skills
- Excellent communication skills, written and verbal
- Strong organisational skills
- Self-motivation to achieve results

The Benefits

Join our team to make a difference in families lives and work for an international, socially aware organisation, with potential to develop the role and your career. Triple P offers:

- Competitive salary and benefits
- Flexible working and hours (some out-of-office hours meetings for international projects)
- Hours ideally full time but with flexibility for shorter hours or other arrangements considered
- Office and remote working
- Onsite parking and great office environment

Application Process

To apply:

- Please send an up-to-date copy of your CV
- A covering letter (maximum 2 pages) outlining your experience and how your skills would be relevant to the position.
- Please submit your application to recruitment@triplep.net or follow the prompts for online applications.

Role is immediately available.