

job description

Role: Digital Scrum Master (Agency) / Digital Delivery Lead

Department: Digital

Location: Hartlebury / Manchester

Salary: Negotiable

Your reason for being here...

Everyone at **DRPG** has a purpose, and yours is to help shape the future of agile delivery within our team and master some of our most prolific projects.

The way you roll...

You're an Agile superstar, applying your impeccable planning powers to each and every project from the get-go. With that metaphorical golden baton in your hand, you let everyone know when and at what level to play their instruments. You thrive under pressure and to tight deadlines. With meticulous attention to detail and the ability to solve any problem that comes your way with a smile, you'll have no problem acting on our 'anything's possible' philosophy here at DRPG.

You'll blend in with our friendly and collaborative company culture in no time and, rest assured, we all share tea and coffee making duties!

How you make it all possible...

- Embedding agile ways of working and running all ceremonies, including stand-ups, sprint planning, sprint reviews, retrospectives and show and tells both internally and externally
- Shaping agile processes and making recommendations for continuous improvements
- Supporting and coaching other team members in efficient agile delivery
- Identifying project blockers and helping the team to overcome them
- Monitoring and reporting on team progress and efficiently managing your team resource within budget, ensuring deliverables are met
- Helping the team to focus on the priorities to deliver the product or service
- Controlling project scope and managing change
- Facilitating and tracking team risks and dependencies and creating mitigation plans to counter them
- Building great relationships with your team and stakeholders
- Working closely with the programme manager to ensure your team's resource is in order and used efficiently
- Using your problem-solving skills to effectively remove obstacles

- Attending briefings and de-briefs when necessary
- Ensuring high levels of communication are achieved at all times
- Supporting your team outside of normal office hours where required
- Managing your projects' life cycle from discovery to delivery

What's in your toolbox...

- Two+ years proven experience delivering multiple complex digital projects in an agile environment within a digital agency
- Formal training in one or more Agile methodology(ies) e.g., Certified SCRUM Master, Agile PM, SAFe, Certified Agile Practitioner etc.
- Practical experience employing both Agile (Scrum, Kanban and 'Scrumban') and waterfall project management techniques
- The ability to get the best out of your team
- Cracking organisational skills and the ability to prioritise your workload
- Excellent knowledge of the software development life cycle
- Detailed knowledge of a workflow management tool - we use JIRA but experience of other tools (Azure DevOps, Trello etc.) will be considered
- Experience using a project management tool such as Smartsheet or MS Project
- Knowledge of development terminology (preferably exposure to PHP and/or Javascript tech stacks)

Skills that would be beneficial, but not essential, include:

- A basic understanding of UX design principles
- User knowledge of Salesforce

Get to know us...

We're one of the most unexpectedly all-round capable communications agencies that's been on the go for years – ever since our head honcho set up shop in a shed back in 1980, in fact.

Since then, we've made it our mission to make anything possible for our many and varied clients, putting our creative flair into delivering strategic communication campaigns, digital solutions, film and videos, events, exhibitions, and a whole lot more in between. We've grown a lot, but we've kept everything that made us great, back from the very day we first started out. Our global HQ and largest studios are smack bang in the middle of the UK and well worth a visit to see for yourself!

Hang on, there's more...

The role will be based primarily in Hartlebury or Manchester, but there will be times when you'll need to work from our other places and undertake other related commercial duties both in the UK and overseas. Flexibility is key!

We're a friendly team. We really, really welcome anyone who wants to become part of a brilliant company. If you're passionate with a cracking drive to deliver on our 'anything's possible' mindset, we'd love to hear from you!

DRPG is an equal opportunities employer. We're committed to building a diverse, inclusive, and authentic workplace where everyone can be their best, so if you're excited about this role, we would

love to hear from you and look forward to receiving your application.

Data Security (not super exciting, but necessary)

Please familiarise yourself with the DRPG Information Security Policy and The Pool Privacy Policy in the links below.