



Position Description

Product Delivery Lead

Reporting to Product Delivery Practice Lead

Product

Product Delivery Lead

1. Position Summary

Working within the Product team at OneStop, as Product Delivery Lead, you are responsible for turning the product roadmap into a reality. As the primary liaison between the Product Managers and Agile based teams, you will be developing and leading the Delivery team. You will work on planning and prioritising; making sure we are building the right thing at the right time in line with OneStop's Product Delivery frameworks, standards, and guidelines.

2. Key Responsibilities

- Primary communicator and link between business stakeholders and teams
- Managing product releases
- Facilitate and support a strong Agile delivery culture, leading by example
- Workshop with the right people, meeting at the right times to determine defined outcomes
- Ensure full participation of all team members in the delivery of value
- Ensure delivery ceremonies such as stand ups, planning, grooming, retrospectives, and demos are executed and facilitated
- Manage and run the delivery tool (JIRA)
- Regular reporting of progress and analysis of burndown charts to understand what gets built and at what cadence
- Manage internal roadblocks through process or workflow improvements.

3. Selection Criteria

Technical

- At least 3 years' experience in similar role, with a demonstrated ability to lead complex products and/or projects in an Agile environment
- Experience in coaching the Delivery Team with Agile best practices
- Exceptional communications skills both verbal and written, with the ability to articulate and influence stakeholders, both internally & externally.
- Experience managing product releases
- In depth understanding of creating and configuring within JIRA
- A track record of successfully delivering products in a fast paced, market driven environment
- Tertiary qualifications in Business/Technology or equivalent work experience
- Formal Agile related qualification and/or equivalent experience as a Scrum Master

Behavioural

Ensures accountability (1) – holding self and others accountable to meet commitments

- Follows through on commitments and makes sure others do the same

- Acts with a clear sense of ownership
- Takes personal responsibility for decisions, actions, and failures
- Establishes clear responsibilities and processes for monitoring work and measuring results
- Designs feedback loops into work

Communicates effectively (7) – developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences

- Is effective in a variety of communication settings: one-on-one, small, and large groups, or among diverse styles and position levels
- Actively listens to others
- Adjusts to fit the audience and the message
- Provides timely and helpful information to others across the organization
- Encourages the open expression of diverse ideas and opinions

Customer focus (11) - building strong customer relationships and delivering customer-centric solutions

- Gains insight into customer needs
- Identifies opportunities that benefit the customer
- Builds and delivers solutions that meet customer expectations
- Establishes and maintains effective customer relationships

Plans and aligns (25) – planning and prioritising work to meet the commitments aligned with organisational goals

- Sets objectives to align with broader organizational goals
- Breaks down objectives into appropriate initiatives and actions
- Stages activities with relevant milestones and schedules
- Anticipates and adjusts effective contingency plans

4. General

All OneStop team members are required to:

- 1. Demonstrate our OneStop values.**
- 2. Act in accordance with our OneStop Code of Conduct.**
- 3. Undergo a police background check upon commencement.**