Procurement and Contract Management Opportunities

A wind of change is blowing through the Procurement and Contract Management function of Shropshire Council and we are looking for exceptional individuals to join us on an exciting journey where you can make a real difference to our residents and have some of the best career opportunities available in the profession at the moment.

What's changing at Shropshire Council?

Shropshire Council has recently made the decision to invest in growing significantly its Procurement and Contract Management capability. This has resulted in a number of new roles becoming available which will be advertised over the coming months and, initially, we are looking to fill the following positions:

- Contract Manager (2 roles) – Band 12 SCP 34-38 + £5000 Market Supplement
- Assistant Category Specialist – Grade 7 SCP 12-17
- Apprentice Level 3 (2 roles)
- Apprentice Level 4 (2 roles)

Following this initial phase, we will soon also be looking for Category Managers, Procurement Officers and Contract Specialists to join us so, if you feel these roles may be of interest, then please get in touch to learn more.

As we build a new team from the 'ground up', there are fantastic opportunities for development and future progression and to be involved in shaping how this critical function delivers services to our residents and drives the best possible value for money.

What services will I be managing?

The Procurement and Contract Management team enable delivery of virtually all of the Council's core services including:

- Social Care for children, adults and those in later life
- Highways Maintenance from fixing potholes to new road schemes
- Waste Management and driving sustainability through recycling
- Leisure Services including sports centres and the Severn Theatre
- Housing services including affordable housing and homelessness support
- Education services such as school transport, school meals and support for children with special educational needs.

- Aas well as engaging suppliers to provide enabling services to the Council such as IT and facilities management.

As a member of the Procurement and Contract Management team, you will work across a huge breadth of different categories of spend which will turbo charge your own development and give you great experience to draw on in your future career.

What about the current challenges at Shropshire?

You will probably be aware that Shropshire Council is facing financial pressures at the moment and has applied for and received Exceptional Financial Support to help balance its budget for this year and next. One of the key drivers in terms of Procurement and Contract Management is therefore to ensure we are driving value for money in all our supplier arrangements and, in part, this underpins the growth in the team which has been approved. As the team grows, we will take on accountability for all contracts above £30k in value from both a sourcing and contract management perspective and support the Service Areas to ensure that requirements are clearly aligned with the needs of residents and are then managed to drive delivery and value.

Do I need to worry this is a 'new' team?

Not at all. The Procurement and Contract Management team has been in existence for many years – we are now building on that foundation to take a more prominent role in the organisation. In June this year, the Council signed off an updated Commissioning and Procurement Strategy which has at its heart the building of an in house capability and it is that which we are now bringing to life. This is a great opportunity to join a fast growing team and be part of evolving our ways of working, creating the culture and defining our role within the Council.

What training is available to me?

Shropshire Council has its own learning and development platform 'Leap Into Learning' which holds a wealth of training material you can access online. In addition, we will support you to complete relevant Government Commercial Function (GCF) training such as the Contract Management Capability Programme and Transforming Public Procurement training. Our apprenticeship roles are aligned with the requirements for recognition set by the Chartered Institute of Procurement and Supply (CIPS) which means you can achieve a recognised status within the profession.

How to apply

We would love to get to know you more so please give us a call if you would like to discuss this role or our team. You can contact John Pinnington on john.pinnington@shropshire.gov.uk or 01743253881.

When you are ready to apply, you will need to complete the online application form detailing what you can bring to the role which is outlined within the job description and how you meet the job requirements within the person specification. We look forward to hearing from you!