

Job Description

Senior Director, Chapter [Projects] (Project Manager)

Role Description (purpose):

Senior role in Corporate Shipbuilding with accountability for the successful completion of the design, build and delivery of an assigned newbuild that can be for any one of Carnival’s brands. This includes adhering to quality standards, meeting project timelines, and staying within budget constraints, while also ensuring compliance with contractual requirements by all stakeholders. Leads and inspires large multi-discipline matrix project team including resource from Corporate Shipbuilding and the Brands. Builds partnerships and influences a larger group of external resources to balance deliverables from shipyards and suppliers, as well as regulatory bodies. Applies project management expertise to mitigate, manage and solve risks and issues whilst ensuring each assigned newbuild respects the agreed project schedule and minimises uncertainty throughout the project lifecycle.

The Project Manager demonstrates a blend of technical expertise and agile methodologies to provide direction and ensure smooth operations, high-quality deliverables, adherence to project timelines and budgets aligned with the overall organisational goals. Demonstrates exemplary leadership qualities, including vision, integrity, empathy, and decisiveness, inspiring trust, and confidence among team members, instil a sense of purpose and direction, and foster a culture of accountability and continuous improvement, providing guidance, support, and mentorship to team members, empowering them to excel in their roles and contribute to the overall success of the organization.

Collaborating with other Corporate Shipbuilding key stakeholders, championing continuous improvements into the newbuild process, both by shaping and delivering the strategy that will take the function and subsequently Corporate Shipbuilding towards the vision of innovative and sustainable cruising.

RUI: (if updating existing JD)	2516	Grade:	CCS04	DBS check required Y/N:	N
Directorate: (Operating Company where Applicable)	Carnival Corporate Shipbuilding	Reports to:	Chapter Lead		
Function:	Shipbuilding Resource Group (SRG)	Team:	Projects		
Direct reports may include:	None but manages deliverables of assigned resources including senior directors through to analysts				

Accountabilities

Assigned to a specific new build project for Carnival Corporate Shipbuilding, which can be for any of Carnival’s brands. As the assigned lead for the project, accountabilities can include, but are not limited to:

- Overall accountability for the management and successful delivery of shipbuilding programmes for the assigned newbuild projects.
- Develop and execute strategic plans aligned with organizational goals to ensure the efficient and effective completion of newbuild projects.
- Ensure a seamless handover from the New Project Development phase, taking on accountability for the output of all resources assigned to the newbuild and leading the team through to a successful newbuild delivery.
- Lead, motivate and empower a large matrix/agile project team to achieve project objectives while fostering a collaborative and innovative work culture.
- Lead engagement with necessary regulatory bodies (including class, flag etc) to ensure the new build meets the required standards. Ensure strong partnership and collaboration with brand/yard/suppliers.
- Ensure the correct execution of the contract, apply best practice and ensure each newbuild project follows quality, governance and delivery processes as defined by Carnival Corporate Shipbuilding Project Lifecycle Plan.

- Determine resource requirements for assigned project and maintain and update resource plan in collaboration with Shipbuilding Resource Group and shipbuilding stakeholders within Corporate Shipbuilding and Brands.
- Drive resources to ensure all project deliverables are complete in line with project schedule.
- Ensure collaboration and alignment of all assigned shipbuilding resources and Brand representatives for successful project execution and delivery.
- Be the escalation route for issues related to assigned projects, accountable to find satisfactory resolutions utilising sound judgement based upon core technical engineering knowledge and expertise with a contractual perspective.
- Engage Project Board on any unresolved issue that will impact on the quality, schedule, or budget of the newbuild.
- Collaborate with stakeholders as necessary to resolve any project risks and holding points.
- Manage the lump sum approval process
- Manage the Owner Supply and Owner Project delivery process.
- Manage deliverable processes in relation to the owner appointed architects and owner appointed consultants.
- Manage the process to ensure successful implementation of noteworthy GFRs, change orders and Protocol of Delivery actions from previous reference vessels.
- Management of the change order process including implementation of new relevant corporate standards and evaluate changes/modifications with shipyard and submit consequences (additions or deletions) in terms of cost, weight, and shipbuilding programme; keep records of all cost changes and associated specification changes.
- Lead the negotiation and finalisation of the content of the Protocol of Delivery documentation.
- Responsible for quality assurance and management of knowledge base for the area of expertise, specifically delivering assigned projects in line with Corporate Shipbuilding Manual, as well as supporting with continuous improvements.
- Be aware of the current and changing operational practices in the Carnival Group and receive and act on feedback on the performance of vessels in service, driving continuous improvement in operational readiness.
- Determine the resource requirements for assigned newbuild and collaborates with the SRG and the Brands to ensure delivery.
- Working alongside other Chapter members to define and deliver the strategy for the Project Chapter, identifying collective improvements to service delivery, optimising processes, and resource planning, and implementing this into the newbuild process in line with the Corporate Shipbuilding Manual. Facilitate the professional development of the people assigned to the newbuild activities.

Health, Environment, Safety, Security (HESS) Responsibilities

- Lead by example by taking care of the health and safety of you and others
- Report all accidents, 'near-miss' incidents and work-related ill health conditions to your manager/supervisor/team leader
- Follow safety rules and procedures
- Use work equipment, personal protective equipment, substances, and safety devices correctly
- Take part in safety training & risk assessments and suggest ways of reducing risks
- Appoint shore side risk assessment Subject Matter Experts as required to review and approve risk assessments
- Actively promote safe working within your team and encourage safe behaviours
- Demonstrate safety leadership in accordance with our safety leadership behaviours

General Responsibilities

- Champion agile principles and methodologies to promote adaptability, flexibility, and responsiveness in project execution.
- Foster a culture of accountability, transparency, and continuous learning within the team and across the organization.
- Adheres to corporate policies and procedures, including Code of Conduct, audit procedures and any control related responsibility for financial data entered, stored, or reported via business systems within employee's control (list not exhaustive).
- To undertake ad hoc duties as required.

Scope:

Working in a matrix environment, the Newbuild Project function is accountable for managing the newbuild projects for all brands within Carnival Corporation. These activities are operated with resources allocated to newbuild activities from each chapter of the SRG. The Project Manager is an integral part of the Newbuild Project function, leading these resources to deliver complex, newbuild projects ensuring successful delivery and compliance to the shipbuilding contract.

Problem solving:

- Identify and address challenges, without compromising the companies' objectives, that may arise during the newbuild project. Leverage the expertise and resources of cross-functional teams to devise innovative solutions and overcome obstacles.
- Ability to navigate and manage complex demands and conflicts resulting from perceived solutions by multiple stakeholders
- Responsible for resolving escalated issues in relation to the delivery of the assigned cruise ship new builds and their interaction with wider technical disciplines and external stakeholders.
- Responsible to identify, innovate and implement safe, sound and efficient solutions within the area of new build projects, ensuring a consistent approach throughout the newbuilds of the group

Impact (what impact will the role holder have on the team/ department/ function/ stakeholders):

- Recognised as the leader of the assigned newbuild project within the Corporation, with the shipyard and key suppliers.
- Promotion of best practise in newbuild projects within Corporate Shipbuilding and to the wider Corporation
- Work with fellow Chapter Directors to consider how the Chapter participates in external/wider corporate activities and the provision of internal consultancy services.
- Provide clear direction to ensure that the functions needs, lessons learnt and concerns are incorporated, documented and reflected into future projects and corporate processes. Ensures cross-team engagement and education on any changes to the newbuild process.

Leadership (what level of management is required, i.e. multiple teams, or small teams):

- Defines the structure and resource requirements for the assigned projects and engages with the SRG on their fulfilment. Monitor resource requirements and escalate needed changes, based on planning, events and project progress.
- Leads cross functional project team, accountable for all project deliverables. As a lead, the actions and decisions have a significant impact on the performance and morale of the project team. Effective leadership will inspire and empower team members, leading to increased productivity, collaboration, development, and job satisfaction.
- Monitors the performance of allocated resources and provides Chapter Leads with feedback to support with appraisals in accordance with the Company's procedures.
- Facilitate the professional development of the people assigned to newbuild activities.
- Support the Chapter Lead in any recruitment, training, as required.

Demonstrable Behaviours (what needs to be demonstrated in 'how' to be successful in the role) :

- **Communication:** Clear and effective communication with chapter members, stakeholders, and senior management.
- **Collaboration:** Promoting collaboration and teamwork across different chapters and functions.
- **Adaptability:** Flexibility and adaptability to navigate uncertainty and changing project requirements.
- **Decision-making:** Sound judgment and decisiveness in making critical decisions under pressure.
- **Conflict Resolution:** Ability to resolve conflicts and address issues in a constructive and timely manner.
- **Innovation:** Encouraging innovation and creative thinking to drive continuous improvement.
- **Resilience:** Resilience and perseverance to overcome challenges and setbacks in the pursuit of goals.
- **Ethical Conduct:** Upholding high ethical standards and integrity in all interactions and decisions.
- **Empathy:** Understand team dynamics and individual needs.
- **Strategic Thinking:** Align tactical efforts with long-term goals.
- **Influence:** Persuade stakeholders and drive consensus.
- **Professional Development:** Take ownership of your professional development, seeking opportunities for training and skill enhancement.
- **Negotiator:** Ability to influence others, particularly in technical and commercial arguments and utilising negotiation skills as necessary.
- **Flexibility:** Willingness to travel and work additional hours as needed.

Culture Essentials- Corporate Shipbuilding Behavioural Expectations



Speak Up

- Set a direction for Corporate Shipbuilding
- Challenge yourself and others
- Be prepared to have challenging conversations

 Respect & Protect	<ul style="list-style-type: none"> • Our Environment • Ourselves and each other • Our Stakeholders
 Improve	<ul style="list-style-type: none"> • Communication and listening • Teamwork and Collaboration • Continuous improvement • Diversity and Inclusion
 Communicate	<ul style="list-style-type: none"> • In a timely, honest and transparent way • Build bridges between teams and stakeholders • Make the time to engage with your colleagues
 Listen & Learn	<ul style="list-style-type: none"> • Listen to Understand • Lead by Example • Sharing & Learning
 Empower	<ul style="list-style-type: none"> • Trust your colleagues • Support colleagues • Recognise it is ok to make mistakes, it is how we learn

Knowledge, Experience and Qualifications required:

Qualifications – essential:

- Degree in specialist area
- Chartered Engineer or Professional Qualification in Project Management

Knowledge/ Experience – essential:

- Demonstrable experience of successfully delivering large, complex and high value projects.
- Substantial experience of leading a cross functional team.
- Experience of promoting and working in collaboration with both technical teams and other non-technical disciplines.
- Substantial experience of working in environments such as ship building, classification societies, ship operators, technical suppliers, or engineering firm in a senior managerial position.

Qualifications – desirable:

- MSc, MEng or MBA

Knowledge/ Experience – desirable:

- Detailed and thorough knowledge of naval architecture and/or marine engineering and their application to cruise ship design and construction.
- Experience in development of concept design of cruise vessels balancing technical and operational performance with brand demands for guest experience
- Demonstrable experience of successfully operating in a matrixed organisation

Issue Date:	May 2024	Issued by (name):	James Moore
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REWARD ONLY	Grade:	RUI:	Date Approved:	Initials:
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