



## Project Manager

Supporting for the timely planning, management, and completion of all R&D projects, grants & funding writing, along with supporting commercial tenders & procurement bids for MyWay Digital Health

**Salary:** Salary based on experience (£27k - £35k), plus offer of share options (at next round) and wider employee benefits. Salary will be negotiable commensurate with experience (please contact us to discuss)

**Duration:** Permanent contract, with options for flexible working (upon successful completion of the probationary period)

### Role Summary & Key Responsibilities

- Support the delivery of all Research and Development/ Innovation Projects, such as Innovate UK funded work (e.g. SBRI, Digital Health Catalyst awards) and NIHR AI Award, and NHSX/ NHSE awards. Roles includes:
  - Coordination and communication between partners
  - Organisation of meetings / project documentation
  - Timely delivery of project outputs through use of appropriate project management skills / tools.
  - Ensuring Contractual/ legal/ regulatory obligations are met (with support)
  - Deliver funder reporting requirements
- Support the senior management team members in the following activities:
  - Funding writing, develop winning strategies, coordinate planning sessions with the MWDH team members and other key stakeholders
  - Writing of tenders/ procurement bids, proposals, expressions of interest, case studies, award applications and presentations
- Work to multiple deadlines providing technical written content against agreed deadlines, escalating issues as required.
- Attend conferences, market engagement and consultation sessions as required.
- Building relationships with external third parties to support business needs.
- Supporting other team members in delivery of:
  - Regulatory compliance requirements (with internal and external regulatory officers)
  - Information Governance and risk management requirements
  - Partnership working

This post can be based anywhere within the UK, but will require travel to offices in Edinburgh and Dundee with scope for flexible working. Travel to other locations around the UK to visit clients will be required.



## Skills and Experience

### Essential

- Project management experience (ideally PRINCE 2 qualification or equivalent)
- Great communication skills in both written and oral format
- Experience working with the NHS (particularly in England)
- Track record of delivery on time and within budget
- Understanding of the Digital health marketplace

### Desirable

- Experience project managing innovation project funded by organisations such as NIHR/ Innovate UK/ NHSX
- Experience implementing diabetes products (hardware, digital or pharmaceuticals)
- Experience working in and scaling a company in a start-up environment

### Person Specification

- Positive outlook
- Motivated
- Proactive
- Flexible
- Pride in your work
- Keen to make a difference
- Ownership of tasks
- Able to work independently or as part of a team
- Excellent inter-personal skills
- Honest
- Reliable
- Great communication and presentation skills

## About Us

MyWay Digital Health Ltd is a purpose-driven SME that was spun-out of Dundee University in Jan 2017, with the aim of supporting chronic disease management globally through affordable data-driven approaches starting with diabetes. Our flagship self-management platform, MyWay Diabetes (previously known as MyDiabetesMyWay- the national diabetes platform in Scotland) has a very strong evidence base and value story. Current commercial coverage outside Scotland is around 1/4 of NHS England and over 80,000 data registrants/ 2.6 million people have used our platform to access advice. We aim to grow our UK market coverage further through additional products and services including clinician facing platforms and cutting edge AI-driven predictive analytics tools. Internationally, we have set up an office in Dubai and currently transferring from pilot projects in the Middle East to commercial deployment. This is an incredibly exciting time to be joining the company and the possibilities are almost limitless for the right candidate.

The existing team are friendly, positive and keen to make a difference.



**Purpose:** Empowering people and transforming healthcare delivery to reduce the burden of chronic disease (globally)

**Mission:** Create digitally enabled tools and services to deliver information into the hands of Healthcare stakeholders, clinicians and patients. To support sustainable healthcare delivery and create a culture of learning and purpose.

**Vision:** To create a more affordable, sustainable and digitally connected ecosystem for management of long-term conditions globally

Please send a cover letter and your CV, totalling no more than 3 sides of A4 and in standard size font to [info@mwdh.co.uk](mailto:info@mwdh.co.uk).