

JOB DESCRIPTION & PERSON SPECIFICATION

Director Area: Resources

Job Ref Number: 04092

Service Area: IT

Grade: G13

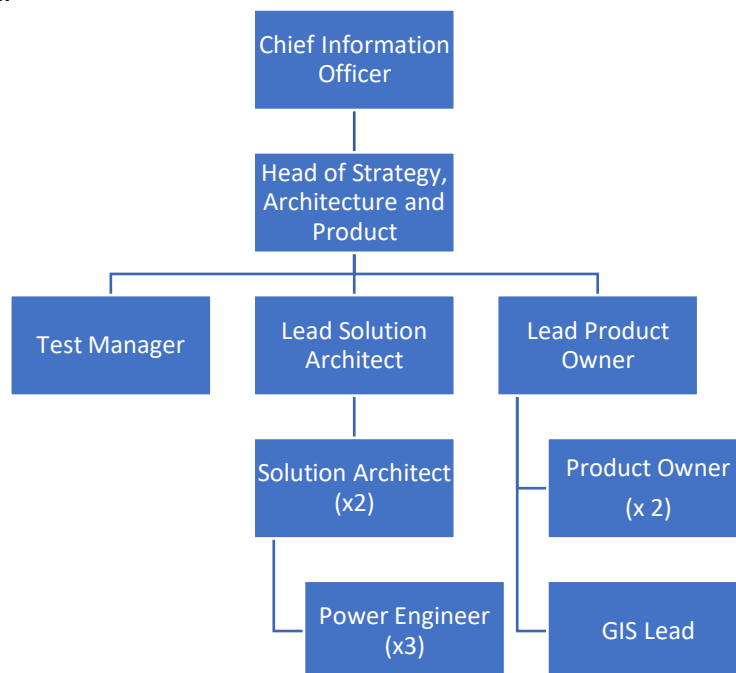
Job Title: Lead Product Owner

PURPOSE OF JOB:

The Lead Product Owner is responsible for leading a team of Product Owners, while ensuring the effective delivery of their own portfolio of digital products that align with the council's strategic objectives. This role provides both strategic and hands-on leadership to ensure that product teams operate efficiently and deliver business value.

The postholder will own Programme Increment (PI) planning, backlog prioritisation, and supplier management, ensuring that digital products are user-centred, cost-effective, and aligned with LCC's technology ecosystem, including Microsoft Fabric, Microsoft Power Platform, and GIS (ESRI ArcGIS). They will engage with key stakeholders across the council, driving a product-centric culture, embedding agile methodologies, and ensuring compliance with the Government Digital and Data Profession (GDAD) framework.

TEAM STRUCTURE:



MAIN DUTIES:

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| 1 | Leadership and Team Management <ul style="list-style-type: none"> • Lead, mentor, and develop a team of Product Owners. • Ensure alignment of product strategy across multiple product teams. • Drive a culture of continuous learning and knowledge sharing. |
| 2 | Programme Increment (PI) Planning and Agile Execution |

	<ul style="list-style-type: none"> • Own and lead PI planning, coordinating dependencies across products. • Assign business value to products and features across the backlog and be able to articulate this to key business stakeholders • Ensure product teams adhere to agile and iterative delivery methodologies. • Monitor delivery velocity, remove blockers, and optimise product cycles.
3	<p>Backlog Management and Prioritisation</p> <ul style="list-style-type: none"> • Define and maintain a prioritised backlog aligned with strategic goals. • Ensure backlog items are well-defined, estimated, and actionable. • Regularly refine backlog based on performance data and stakeholder feedback.
4	<p>Stakeholder and Business Engagement</p> <ul style="list-style-type: none"> • Act as the key point of contact between business leaders and product teams. • Ensure clear communication of product priorities, roadmaps, and dependencies. • Facilitate cross-functional collaboration between service owners, IT leadership, and digital teams.
5	<p>Supplier and Vendor Management</p> <ul style="list-style-type: none"> • Manage supplier relationships to ensure high-quality digital product delivery. • Hold suppliers accountable for development velocity, quality, and cost-effectiveness. • Drive improvements in supplier engagement, agile adoption, and team performance.
6	<p>Continuous Improvement and Product Optimisation</p> <ul style="list-style-type: none"> • Review product performance metrics to drive ongoing improvements. • Identify and implement enhancements based on user feedback and data analytics. • Ensure that all products deliver measurable business value and efficiency gains.
7	<p>Technology Enablement and Integration</p> <ul style="list-style-type: none"> • Ensure effective adoption of Microsoft Fabric, Power Platform, and ArcGIS. • Advocate for integration and automation within product development. • Support data-driven decision-making and digital transformation strategies.
8	<p>Governance, Compliance, and Assurance</p> <ul style="list-style-type: none"> • Ensure digital products comply with security, accessibility, and data protection regulations. • Align all product development with the Government Digital and Data Profession (GDAD) framework. • Embed risk management, governance, and quality assurance into product delivery.
9	<p>Agile and Lean Methodologies</p> <ul style="list-style-type: none"> • Embed SAFe, Scrum, and other agile frameworks into product management. • Facilitate retrospectives and continuous improvement across teams. • Champion user-centred design and iterative development practices.
10	<p>Developing a Product Community of Practice</p> <ul style="list-style-type: none"> • Lead the development of a Product Owner Community of Practice. • Foster an environment of innovation, best practice sharing, and peer learning. • Support training, mentoring, and career development for Product Owners.
11	<p>Cyber security and Risk Management Alignment</p> <ul style="list-style-type: none"> • Ensure digital products align with cyber security policies and best practices. • Promote secure-by-design principles and risk mitigation strategies.
12	<p>Benefits Realisation and Value Tracking</p> <ul style="list-style-type: none"> • Define and track key success metrics for product outcomes. • Ensure digital services provide clear business value and improved user experience. • Embed benefits realisation tracking within product lifecycle processes.

PERSON SPECIFICATION

Requirements	Where identified*	Essential	Desirable
Proven experience leading digital product management teams in an agile environment.	A, I	X	
Strong expertise in agile methodologies such as SAFe and Scrum.	A, I, P	X	
Demonstrated ability to define and execute product strategies.	A, I, P	X	
Experience working with Microsoft Fabric and Microsoft Power Platform.	A		X
Ability to manage complex supplier relationships and drive high-performance delivery.	A, I	X	
Strong understanding of stakeholder management and business engagement.	A, I	X	
Knowledge of IT governance, compliance, and security frameworks including GDAD.	A		X
Experience tracking product value, benefits realisation, and continuous improvement.	A, I, P	X	
Proven ability to foster a product-centric culture and build high-performing teams.	A, I	X	
Deep analytical skills with a focus on data-driven decision-making and optimisation.	A		X
Demonstrated experience of team leadership and management	A		x

*A = Application form T = Test/Assessment I = Interview P = Presentation

GENERAL

The postholder is required to take personal responsibility for contributing to organisational transformation and changes in ways of working, maximising the benefits and efficiencies for both internal and external customers, including the promotion and use of self-service to achieve maximum cost effectiveness.

The postholder is expected to work to the Lincolnshire County Council Core Values and Behaviours and to carry out the duties in accordance with Lincolnshire County Council policies.

Other Duties - The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

Safeguarding -. All employees need to be aware of the possible abuse of children and vulnerable adults and if you are concerned you need to follow the Lincolnshire County Council Safeguarding Policy. In addition employees working with children and vulnerable adults have a responsibility to safeguard and promote the welfare of children and vulnerable adults during the course of their work.