



**Project Manager, Digital Continuity**  
**£30,000 - £35,000\* plus excellent benefits**  
**Kew, West London**

This is your chance to play a pivotal role in a high-profile, innovative project.

**About the role**

The challenge of preserving public sector information in the digital age is a large-scale and pressing one. The Digital Continuity Project was set up in 2007 to raise awareness of the issue among government departments, to provide best-practice guidance, and to procure a supporting framework of both services and technology. Here is your chance to play a key role in the dynamic team behind this project. Coordinating the delivery of products and outcomes from a number of different workstreams, you will ensure we meet our demanding time, budget and quality targets. You will also help resolve problems, track identified risks and provide ongoing management of resourcing levels.

**About you**

Capable of applying a Prince2 approach that is pragmatic and appropriate for this particular project, you will have a strong track record of successful project delivery. Strong communication and negotiation skills are a must; so too is experience of project planning, tracking and reporting across multiple workstreams.

**About us**

The National Archives is the unique organisation that looks after more than 1,000 years of official UK history. We play a vital role in preserving the past for the benefit of future generations. Our records range from parchments and paper scrolls, through to the digital files and websites of the modern age. A key objective for us is to digitise our collection, in order to make it universally accessible online.

Whatever your specialism, this is a fascinating, fast-moving environment in which to progress your career. The benefits are attractive too – in addition to competitive salaries, we offer pension, childcare vouchers, sports and social club facilities, onsite gym, subsidised restaurant, plus excellent training and development opportunities.

To find out more and apply, please visit [www.nationalarchives.gov.uk/jobs](http://www.nationalarchives.gov.uk/jobs) quoting reference 1397.

**Closing date: Monday 8<sup>th</sup> February 2010 at midday.**

Interview date: Monday 22<sup>nd</sup> February 2010.

*\*more may be available depending on experience*