

Company:	ATHE Ltd (Awards for Training & Higher Education)
Job Title:	Project Manager – ATHE Academy
Job Type:	Full-time – one-year fixed term contract; option to extend
Salary:	c. £38,500 p.a. based on experience
Reports to:	Head of Strategic Partnerships and Projects
Place of Work:	Norwich head office / Hybrid working

About ATHE

We are an Ofqual regulated awarding organisation based in Norwich with an established international profile, working with over 240 approved centres across 40 countries to complement our strong brand presence in the UK. We offer a diverse portfolio of vocationally orientated and internationally recognised qualifications, approved as progression pathways to degree courses with a wide range of UK and international university partners.

About the Role

The Project Manager will play a critical role in ensuring the successful development, growth and long-term sustainability of the ATHE Academy, a newly launched virtual learning and information platform designed to complement ATHE's regulated qualifications.

This role combines project management, stakeholder engagement, sales and marketing support, and customer liaison, ensuring that the ATHE Academy delivers value to ATHE Centres, learners, universities, and partners. The post-holder will proactively identify opportunities for growth, champion ATHE's value proposition, and ensure projects are delivered efficiently, compliantly, and to a high standard.

Candidate Profile

The successful candidate will:

- Be experienced in delivering end-to-end projects, ideally within education, training, digital platforms, or service-led environments.
- Have strong project management expertise, with the ability to manage multiple workstreams simultaneously.
- Be experienced in relationship-driven sales or commercial roles, with a clear focus on growth and customer value.
- Have excellent communication, stakeholder management, and negotiation skills.
- Have high levels of organisation, collaboration, and analytical thinking, with a data-driven approach to decision-making.
- Have a strong understanding of virtual learning environments and digital platforms, supported by excellent IT skills.
- Be commercially aware with a proactive mindset for identifying and delivering growth opportunities.

Application Process

Interested candidates should submit their CV together with a covering letter detailing why they believe they will be successful in the role, to Denise Weir, Head of Strategic Partnerships and Projects at ATHE by email at denise.w@athe.co.uk. An informal discussion with Denise about the role can be arranged by calling our office on 01603 760030.

The closing date for receipt of applications is Friday 27th February 2026.