



# 360Edge is expanding!

## The job

An opportunity to support a dynamic team of clinical and health services consultants in the design, development and delivery of small to large projects that make a real and significant contribution to health services improvement in the alcohol and other drug sector.

## 360Edge is a great place to work

We are one of Australia's leading health consulting companies specialising in the alcohol and other drug, and allied, sectors providing a full suite of advisory services to help health service organisations accelerate change.

Our values of honesty, integrity and excellence are at the core of everything we do. We live these values within the team and with our customers and collaborators.

We collaboratively and holistically work with our clients at every stage, wherever they are in the cycle of change. Our team of experienced 'pracademics' take a 360 approach to viewing situations from multiple perspectives.

Our streamlined approach to service development demystifies the process, gets everyone on board, and gets the best job done.

We work with leading international organisations, governments and not for profit agencies right across Australia and the world.

## We are looking for a part time Project Manager

As Project Manager, you will contribute significantly to the smooth running of all our projects, ensuring milestones are met on time and within budget. You'll ensure our resources are efficiently allocated and be the go to person to solve project timing and scope issues.

Depending on your skill set, this position could be combined with one of our currently advertised positions, including administrative assistant and research assistant.

If you have experience working in a multiple project environment and want to be part of a growing dynamic team that puts our clients and the people they work with front and centre, we'd love to hear from you!



## You must be

- **Driven** to do work that creates positive practical impact for health services and the people who use them
- **A creative thinker** that is excited by solving unique and complex problems
- **An excellent collaborator** with energy and enthusiasm for working closely with both team members and our customers throughout the project design and delivery
- **Resilient** to a changing environment and to challenges to your work
- **Independent and a self-starter**, able to work remotely, sometimes in isolation, with minimal supervision
- **A strong communicator with** the capability to think, articulate and write logically, clearly and simply

## You must have

- At least 2 years' experience as a project manager or coordinator working with multiple projects simultaneously
- An understanding of the art of managing projects in the health or related sectors
- Excellent organisational skills and an obsessive attention to detail
- Strong structured problem solving skills
- Demonstrated ability to work within a multidisciplinary team
- Qualifications or formal training in project management would be highly regarded

## The fine print

360Edge is a flexible workplace that offers consulting opportunities on a contract per project and employment basis. We are an equal opportunity employer and welcome applications from people of all backgrounds, including women, people who are LGBT+, Aboriginal and Torres Strait Islander people and people from culturally and linguistically diverse backgrounds. We are a remote team so you need to be comfortable and productive working independently from home or a remote office, and managing projects from afar. Our consultants are based around Australia. To be eligible to apply, you must be legally able to work in Australia.

If you think you have what it takes submit an application showing us how you meet the requirements of the job plus your CV to [talent@360edge.com.au](mailto:talent@360edge.com.au).