VERSANTUS

DIGITAL PROJECT MANAGER

Versantus, Oxford · £40-46k full time (four days considered)

Versantus is a software agency based in a beautiful, converted farmhouse on the northern edge of Oxford. We build apps, digital products and websites for a wonderfully varied group of clients, from ambitious start-ups and spin-outs to universities, research institutes, membership organisations, charities and luxury brands. Recently that's meant rebuilding a Royal College's member platform, powering a university's technology transfer engine and creating an AI-driven clinical decision tool. Next week it might be a retirement village website.

We've also been named one of Great Place to Work's top 100 best tech companies to work for.

ABOUT THE ROLE

As a Digital Project Manager at Versantus you're the glue.

You're the person who knows where everything stands: the budget, the backlog, what's been agreed, what the client is expecting next. You make sure the team has what they need to build, and you make sure the client is never left wondering what's going on.

You're not just here to keep things moving, although that's a key part of the role. We want your critical thinking. The best results come when a PM asks the right question at the right moment,

even when it's an awkward one, spots when the obvious answer isn't the best one, and helps the team and the client work out what will genuinely serve them best. We welcome that, and we'll back you to do it.

We care about how we work with our customers and getting the right outcomes for them. The constant in our projects is momentum: getting something real in front of the client early, learning from it and making it better. We work in sprints, keep the process as light as the project allows, and stay open and transparent throughout, so the client always knows where things stand and where the budget stands - no surprises, except good ones for customers!

You'll report to our Head of Delivery and join a small, friendly team of talented developers, designers, business analysts and fellow PMs who back each other all the way. We're growing the PM team so every project gets the attention it deserves, which means you'll own your own portfolio of projects, running them day to day from kick-off to launch, with a varied mix of work: some run as open Agile sprints, some as fixed-budget projects where good judgement and smart trade-offs matter most. Either way, you guide the team to deliver the right work, brilliantly, within budget.

A TYPICAL WEEK FOR YOU MIGHT INCLUDE

- Starting the week with sprint planning: working with the dev team and client to prioritise the backlog and set a clear goal for the sprint
- Running daily standups and check-ins, with the client present, not just the internal team
- Managing the sprint board with the client as Product Owner, keeping it honest and current
- Tracking budget burn and keeping clients informed before they have to ask
- Hosting or supporting weekly demos
- Writing and sending Weekly Status Reports on Fridays, covering RAG status, risks, and what's coming next
- Maintaining risk registers, delivery plans and project documentation
- Experimenting with AI yourself. You're genuinely encouraged to try things, see what sticks, and bring what you learn back to the team
- Running or participating in sprint retrospectives and project retrospectives
- Joining "What's the big idea?", our internal get-together where the team shows off the latest experiments and clever things we're trying across software, websites and AI

It all adds up to a role where you'll have real impact from day one. Because we're always experimenting, especially with AI, you'll push your relevant skills further and quicker here than you would at most agencies.

ABOUT YOU (ESSENTIAL)

You work with the door open.

Clients know what's being built, how much budget is left, and there's a launch plan on the table they've actually seen. You don't wait to be asked. This sounds obvious, but it's rarer than you'd think, and it's really important.

When something goes sideways, you're comfortable picking up the reins to get it back on track. Your clients feel looked after, not chased.

You'll also bring:

- 2+ years' experience managing client projects at a web, software or digital agency
- A track record of running several projects at once, from kick-off to launch, with minimal oversight
- Hands-on Agile delivery experience: sprints, standups, backlogs and retrospectives
- Commercial awareness: scoping and estimating, managing change requests, and protecting margin on fixed-price work
- Confidence managing senior client stakeholders
- Good communication. You're clear and direct but not blunt about it. People enjoy working with you
- A sense of the full picture: you weigh budget, scope, timeline and risk together, and you make good calls when a fixed budget means something has to give
- Strong organisational ability. You remember what was agreed, chase what needs chasing, and don't let things slip
- Curiosity about technology. You don't need to write code, but you're interested in how things work and you ask good questions
- A real interest in AI tools: you use them, you experiment, and you encourage your team to do the same
- A proactive mindset. You spot things before they become problems, push back where needed, and share what you learn

THESE SKILLS WOULD ALSO HELP

- Experience with project management and collaboration tools such as Teamwork or Jira (the mindset matters more than the specific software)
- Experience contributing to proposals or statements of work
- Experience delivering Drupal or other CMS-based websites

DETAILS AND BENEFITS

- £40-46k (negotiable, dependent on experience)
- Full-time, 37.5 hours per week (4 days considered)
- Workplace pension with NEST
- 25 days holiday per year plus bank holidays
- Extra holiday for long service, up to 4 additional days
- Enhanced family leave pay (maternity, paternity, shared parental and adoption)
- Dedicated onboarding and training programme
- A generous training budget for courses, seminars and workshops
- Team events and a friendly company culture
- Flexible working hours
- An AI-first culture that values curiosity and craft
- Company Life Assurance policy
- Vitality health plan, which you can extend to anyone in your household

We're based in a converted farmhouse on the northern edge of Oxford, just off the A34 (it's even nicer than it sounds). Easily accessible by bus or car. We'll want you in the office most days to start: 4 to 5 days a week initially, so we can give you a proper onboarding rather than leaving you to figure things out on a video call. Over time this settles to a minimum of 3 days a week. We'll sort you out with the kit you need wherever you're working.

Versantus is an equal opportunities employer. We welcome applications from everyone, whatever their background, and we offer flexible working to support caring responsibilities and other needs. If you need any reasonable adjustments during the application or interview process, just let us know.

To apply, send your CV to **katie.wood@versantus.co.uk** and a covering note telling us why this role catches your eye and pointing us to work or situations that show you've got the relevant skills. Your life outside work counts too. The closing date for applications is 30 November 2026. Interviews will take place in the second week of December, with an estimated start date of 25 January 2027. The process is a first-stage video call followed by an in-person interview at our office. You must have the right to work in the UK. Only successful applicants will be contacted. No agencies please.

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