



# JOB DESCRIPTION

**Post:** Product Development Manager

**Department:** Merchandise

**Reporting to:** Merchandise Director

**Reporting for:** Product Developers

**The Company:** *Tate Enterprises is a wholly owned subsidiary of Tate. Work at Tate Enterprises ranges from publishing, retail and merchandising roles to operations, finance and licensing.*

*Tate Enterprises shares Tate's mission to promote public knowledge, understanding and enjoyment of British, modern and contemporary art. Its role is to maximise profits and extend the value of the Tate brand, to support Tate's work and collection.*



## **The Disability Confident Scheme**

Tate is committed to the employment, retention, training and career development of disabled people. In recognition of our commitment, Tate has been awarded the Disability Confident Symbol.

**Purpose of the Job:** To lead the team creating and buying innovative and profitable merchandise for Tate that supports the brand

**Main duties and responsibilities:**

- Work with the Merchandise Director to create a strategy for product that both reflects the aspirations of Tate and meets the needs of our customers
- Work closely with Tate colleagues, artists, designers and suppliers to create product ranges that deliver our strategic objectives across core and exhibition products
- Manage the product development department, providing clear direction, developmental feedback, coaching, guidance and support to direct reports including conducting performance reviews and performance management; developing the individuals and motivating the team. The direct reports are 2 Product Developers
- Ensure that projects are allocated effectively across the team
- Personally deliver both developed and bought in product ranges
- Ensure ranges are all delivered within budget, also meeting margin

and deadline requirements

- Actively manage the supplier base, leading on negotiations in relation to pricing and service levels.
- Work with the Merchandise Manager to ensure that margin targets are clearly identified
- Work closely with the Merchandise Manager to optimise the options and offer
- Liaise closely with the retail and online teams to ensure good communication about operational issues, and creating the opportunity for them to contribute to the department strategy
- Support the buying strategy for Liverpool and St Ives as appropriate
- Work as required by the operational demands of the business

**Person  
Specification:  
Essential:**

- Excellent communication skills and the ability to both work well in and lead a team.
- Ability to manage complex relationships well.
- Excellent ability to create innovative product ranges.
- Ability to demonstrate resourceful and flexible approach to challenges.
- Excellent time management and the ability to prioritise a complex workload

**Desirable:**

- Line management experience

**Competencies:**

- Is professional, honest and discreet
- Has an enthusiastic approach and willingness to contribute to the development of the department
- Plans and prepares effectively to ensure delivery of the agreed results
- Adapts quickly and flexibly to new demands and challenges
- Participates positively and fully in the team
- Demonstrates flexibility of approach to resolve issues
- Adheres to Tate's Dignity and Respect policy in all their activities
- Develops better and more efficient ways of doing things
- Is solution-focused and open to new ideas
- Evaluates their own development



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