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# Example of Change Management Lead Job Description

Our growing company is looking for a change management lead. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for change management lead

* Strategic communication strategies and plans
* Leadership development and design
* Work with multiple external clients simultaneously
* Once onboarding is complete, ensure a smooth transition to the BAU teams for ongoing execution of platform functionality
* Track and report progress and secure stakeholder feedback for continuous process improvement
* As a Change Management Lead you will –
* Manage platform governance across Platform, Interchange, CSS, Product, Technology & other required stakeholders
* Manage change windows as mini releases with changes across process & technology
* Define and implement structured implementation gates & deadlines
* Ensure smooth platform execution to minimize impacts to interchange

## Qualifications for change management lead

* Manage execution risk controls identification process collaborating with multiple stakeholders
* Align with internal best practices, define a formal set of procedures to manage all changes, updates, or modifications to platform across the organization
* Partner & collaborate with stakeholders and leverage strong relationship building & influence management skills
* Master’s Degree or equivalent with 10-15 years’ experience in solution delivery & change/process management across a cross functional organization
* Prior experience with technical client onboarding, change & process management
* Experienced professional with a mix of technology and business analysis experience including demonstrated ability to think long term and execute in the short term