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# Example of Manager, Project Management Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of manager, project management. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for manager, project management

* Perform other projects and duties as assigned by management
* Effectively communicate program status, risks and issues to Leadership, and present options and recommendations for resolution
* Leading moderate to large complex projects and programs by providing strategic direction to projects and peers
* Chairs or participates in the Solution Opportunity Approval and Review (SOAR) meetings and ensures the SOAR process is followed
* Develop mechanism to build strategic imperatives and overall roadmap for 2017 initiatives, including partner resource groups
* Partner with additional value stream Portfolio Managers to share roadmap with partner teams, and assist with building their individual roadmaps in support of the overall organization
* Lead portfolio meetings and other team sessions, driving teams against the strategic imperatives and overall value stream roadmap
* Lead prioritization discussions, assisting the team in understanding impacts of new requests compared with previously developed roadmap, including trade-offs and resource constraints
* Think broadly across organization, while also focusing individually on specific value stream
* Drive continuous improvements in the Portfolio Management role, in conjunction with additional Portfolio Managers, to create value for value stream leaders, stakeholders and partner groups

## Qualifications for manager, project management

* Displays a solutions driven approach
* Excellent organizational skills with eye for detail
* Command over excel, word and power point
* Min 4-5 years of market research experience
* Bachelor's degree and a minimum of seven years’ professional experience in a software project management or related role is required
* At least 1 Year of Scrum Master experience