Our growing company is looking to fill the role of director program. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for director program

- Attendance at relevant client and external meetings as necessary to deliver exceptional customer service and to execute on defined strategic goals
- Actively engage all service center staff and internal subject matter experts necessary to achieve contractual and strategic goals for specified contract, State/region
- Oversee educational and special programs within the organization
- Develop innovative Case Management techniques and practices
- Incorporate new and special projects into the larger program
- Partner with internal and external stakeholders and partners to leverage services
- Train supervisory staff on new funder requirements and initiatives
- Identify program and project risks/challenges and solutions
- Represent first point of escalation for project delivery issues
- The Program Director is the primary point of contact with the Client's Contracting Officer's Representative (COR)

Qualifications for director program

- Computer and online literacy and strong working skills in Microsoft Office, WordPress, and working knowledge of Adobe Creative Suite
- Flexible schedule (Full time, Tuesday through Saturday and occasional evenings and/or weekends as related to events and programs)
- Leadership skills to manage the multiple teams throughout the program life

- Experience in managing multiple agile projects concurrently with the ability to move between high level and detailed
- Postgraduate degree in Computer Science/ Business related field
- Experience with scaled agile methodologies would be beneficial