



Example of Global Program Director Job Description

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

Responsibilities for global program director

- Seek input and prepare program roadmap, project, and/or implementation plans aligned with executive approval
- Build a positive momentum to drive a high rate of adoption of change across the global organization
- Coach program/project managers in their development and continuous improvements, project management best practices
- Translates the project vision into program high level scope, design and executables
- Facilitates and/or manages the gathering of business requirements for enterprise-wide BU and IT solution
- Ground all stakeholders in a centralized source of detailed and up-to-date information about the DWM initiative, and serve as primary point of contact for all detailed inquiries into program scope
- Facilitate overall, end-to-end program governance structure, ranging from the DWM Steering Committee to the governance of specific digital product offerings (e.g., Online Trading)
- Help the DWM Steering Committee, Digital Leadership team, and each DWM workstream lead prioritize efforts by providing an intuitive, fully-rationalized view of benefits and trade-offs to set and manage expectations
- Manage resource planning and optimize utilization across a variety of workstreams against tracked metrics
- Host frequent, recurring project meetings with appropriate stakeholders, leveraging transparent and timely communication to ensure tight connectivity

Qualifications for global program director

- Define global and regional group level development opportunities to be added to annual performance management system
- Define individual development opportunities to be added and managed through the annual performance management system
- Track, understand, and document the education, certifications, credentials, background, strengths, and weaknesses of each individual within the Program Management Organization, and develop a comprehensive plan to strengthen their skill sets
- Implementation of Mentoring System, with Coaches / Mentors from both within Program Management and other Functions
- Research & schedule appropriate developmental courses, and evaluate their effectiveness
- Proactively identifying key program risks and opportunities, and contributing innovative suggestions for improving DWM program and increasing its efficiency