

Program Management: Senior Program Manager

Directs all phases of programs from inception through completion. Responsible for the cost, schedule and technical performance of company programs or subsystems of major programs. Participates in the negotiation of contract and contract changes. Coordinates the preparation of proposals, business plans, performance Statement of Work (SOW) and specifications, operating budgets and financial terms/conditions of contract. Acts as primary customer contact for program activities, leading program review sessions with customer to discuss cost, schedule, and technical performance. Establishes design concepts, criteria and engineering efforts for product research, development, integration and test. Develops new business or expands the product line with the customer. Establishes milestones and monitors adherence to master plans and schedules, identifies program problems and obtains solutions, such as allocating resources or changing contractual specifications. Directs the work of employees assigned to the program from technical, manufacturing and administrative areas.

Program Complexity

New or established development, production or services program(s) for major components or medium systems.

Customer and Subcontractor Complexity

Program(s) may serve multiple customers and requires coordination of program requirements across planning stages with several subcontractors.

Span of Control

Program(s) can be managed from a single domestic location but workforce may be geographically dispersed. Includes extensive coordination with the functional area management (e.g., engineering, field services, HR, and manufacturing).

Technical Requirements

Applies advanced principles, theories, concepts, and techniques to provide solutions to a variety of program requirements. Requires coordination across program requirements. Low to moderate risk.

Financial Impact

The financial risk associated with execution of program(s) is moderate to high. The financial risks are dependent on the specifics of the program(s), such as program size/complexity, strategic importance, contract type, technical risk, profit margin, growth potential, interdependencies between programs that may lead to tradeoffs etc. Opportunities for moderate growth in the near term. Cost overruns will impact profit and have a moderate impact on winning new business. Annual forecast represents a key factor in the company's operational business objectives.

Impact

The schedule and technical risk associated with execution of the program(s) are moderate to high. The schedule and technical risks are dependent on the specifics of the program(s), such as program size/complexity, strategic importance, contract type, growth potential, etc. Failure to meet schedule and/or requirements will cause expenditure of additional time, human resources, funds, and may jeopardize future business activity and affect the financial and employee posture of the company.

Scope

Responsible for managing cost, schedule, performance and stakeholders of programs which are of low to moderate risk and complexity or developmental in nature, or may have deputy responsibility for a larger program. Is frequently involved simultaneously in several programs. Ensures that all required resources, such as engineering, human resources, production, computer time, and facilities are available for the program. Oversees program budget and schedules prepared and managed by subordinate staff. Serves as primary customer contact for program information. May have primary responsibility for program growth, and be responsible for business development within current customer base and/or for new customers. May manage proposal efforts.

Minimum Education and Experience

8+ years of project, program or related experience. BS required. Engineering, science or technical BS/MS desired. Experience managing government contracts required. PMP or equivalent required. XLSS green belt desired.