

Program Management: Program Director

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 critical major components, large custom subsystems or medium systems.

Customer and Subcontractor Complexity

Program(s) serves multiple customers and requires developing and coordinating program requirements with multiple subcontractors across distinct product lines.

Span of Control

Program(s) may be contained at one primary or multiple geographic locations and may have multiple remote sites. 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. Develops solutions to complex problems that require the regular use of ingenuity and creativity. Requires coordination across multiple program requirements. Moderate to high 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 will lead to tradeoffs etc. Opportunities for moderate to high growth in the near term. Cost overruns will impact profit and have a moderate to high impact on winning new business. Multi-year forecast represents a key factor in the company's strategic 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 significant additional time, human resources, funds, jeopardize future business activity, and affect the financial, employee and public relations posture of the company.

Scope

Responsible for managing cost, schedule, performance and stakeholders of programs which are of moderate to high risk. May manage large, fixed-price contracts, or have deputy responsibility for a larger and more complex program. Provides oversight for 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. Has primary responsibility for program growth and follow-on business acquisition. Responsible for business development within current customer base and/or for new customers. Will manage proposal efforts. May have Senior Program Managers, Program Managers, or Technical Leads as direct reports.

Minimum Education and Experience

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