

Agile DevOps IT Project Manager



Phone :

Web :

Job Summary

Vacancy :

Deadline : Aug 10, 2024

Published : Jul 10, 2024

Employment Status : Full Time

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

Job Description

Salary Range: \$85,000.00 To 90,000.00 Annually

Transform Lives with Children Believe!

Join us to help break the barriers to education that steal children's choices one by one until they have none. Together, we can foster an environment where education unlocks a world of choices, nurturing creativity, resilience, and hope for a better tomorrow. At Children Believe, we won't stop until every child can dream fearlessly and grow up to live the life they choose to live.

Children Believe is currently recruiting for the following position:

Project Manager, Agile DevOps IT - Canada Office

The IT Project Manager will spearhead a comprehensive project aimed at upgrading and integrating various systems within our organization. This role requires expertise not only in traditional project management methodologies but also in Agile practices and DevOps principles.

The role requires a technical background to help lead the transition from legacy systems to modern, integrated solutions while leveraging Agile methodologies and DevOps practices to ensure efficiency, collaboration, and continuous improvement throughout the project lifecycle.

This role includes, but not limited to:

Project Management – 100%

Project Communication:

- Develop and maintain a comprehensive communication plan to keep stakeholders informed about project progress, milestones, and key deliverables.
- Facilitate regular project status meetings and provide timely updates to stakeholders, addressing any concerns or questions they may have.
- Act as a liaison between technical teams, business stakeholders, and project sponsors to ensure alignment of expectations and priorities.

Vendor Management:

- Manage the vendor responsible for creating project deliverables, including the Microsoft Dynamics 365, Grants & Program Management System implementation, Website, Mobile App, etc.
- Define project deliverables, timelines, and quality standards in collaboration with the vendor, ensuring alignment with organizational goals and objectives.
- Monitor vendor performance and adherence to contract terms, addressing any issues or concerns promptly and effectively.
- Facilitate regular meetings and communication channels with the vendor to track progress, discuss challenges, and ensure timely delivery of project milestones.

Manage Project Deliverables to successfully complete:

- Upgrade of the Custom Oracle system to Microsoft Dynamics solution, following Agile best practices for iterative development and delivery.
- Integration of the CRM system with the CBF Web Portal in an Agile manner, prioritizing user feedback and delivering incremental enhancements.
- Implementation of a Grants Management System using Agile methodologies to deliver value incrementally and respond to changing requirements.
- Implementation of a Program Management System, leveraging Agile practices to iterate on features and functionalities based on user feedback.
- Integration of offline mobile functionality to empower grants and program managers with on-the-go accessibility and real-time collaboration capabilities.
- Migration of critical data from legacy systems to modern solutions, applying Agile methodologies to mitigate risks and ensure a smooth transition.

Risk and Issue Management:

- Identify potential risks and issues that may impact project scope, schedule, or budget, and develop mitigation strategies in collaboration with the project team.
- Proactively monitor project risks and issues throughout the project lifecycle, escalating them as necessary and implementing corrective actions to minimize their impact.
- Maintain a risk and issue register to track and document all identified risks and issues, along with their respective resolutions and mitigations.

Agile Project Management:

- Implement and champion hybrid Agile methodologies, including Scrum or Kanban, to drive the project's execution and delivery.
- Facilitate stand-ups, sprint planning, sprint reviews, and retrospectives to foster collaboration and transparency among team members.
- Maintain and prioritize the product backlog, ensuring alignment with stakeholder requirements and business objectives.

The ideal candidate possesses:

- Bachelor's degree in Computer Science, Information Technology, or related field. Advanced degree preferred PMI PMP certification required; Scrum Master certification is an asset.
- Minimum of 5 years of project management experience, including at least 3 years with a focus on Microsoft Dynamics or equivalent ERP solutions.
- Proficiency in project delivery aspects like vendor selection, initiation, planning, execution, control, lessons learned, and closeout, balanced with effective resource and quality management.
- Experience in leading enterprise-wide, business transformational projects and programs.
- Strong technical background and proficiency in Project Management Tools/Software such as MS Project, Microsoft Power Platform, SharePoint, Power BI, and CRM.
- Valuable experience in systems projects and business analyst roles.
- Proven ability to manage a diverse portfolio of technology projects, adapting to new business needs.
- Excellent communication skills, both formal and informal, and strong interpersonal skills aligned with Children Believe's Vision, Mission, and Values.
- Skilled in stakeholder engagement, requirements gathering, scope, risk, budget management, and process optimization.
- Fluency in French or Spanish is an asset, enhancing global and diverse stakeholder communication.
- Commitment to Children Believe's Mission, Vision, and Values

Attributes, Traits, Behaviours:

- Proven ability to effectively communicate with staff at all levels, including senior/C-level, fostering strong relationships with clients, stakeholders, and project sponsors.
- Demonstrates a strong drive and tenacity, with a focus on accountability for results and a commitment to ethical standards in project management, including transparency, integrity, and accountability.
- Willingness to actively participate in the adoption of digital tools and strategies, driving an innovative workplace and maintaining a forward-thinking mindset.
- Skilled in facilitating information sharing and idea exchange, assisting in consensus building, and adept at negotiating the needs of diverse groups.
- Ability to quickly earn the trust of sponsors and key stakeholders, mobilize and motivate teams, set direction, resolve conflict, and deliver tough messages with grace.
- Excellent analytical, problem-solving, and decision-making skills; capable of deconstructing complex problems into manageable components and objectives.
- Independent working capability in a self-directed manner, while also being an effective team player as required.
- Strong negotiation skills to effectively navigate conflicts, reach consensus, and secure necessary resources for project success.
- Resilient, with the capacity to persevere in the face of challenges, setbacks, and uncertainties, maintaining focus on project goals.
- Cross-cultural sensitivity and a commitment to Diversity, Equity, and Inclusion (DEI), fostering a positive and inclusive team culture.

Type: Hybrid

Our Hybrid Workplace Program is a flexible work arrangement that permits employees to work remotely while also occasionally being required to come into the Organization's office. If approved to work from home as part of our Hybrid workplace program; the incumbent must be available to work from the Organization's office from time to time as determined by the supervisor or as otherwise directed by the Organization.

Compensation: Between \$85,000 to \$90,000 annually based on experience

We value our employees and offer a comprehensive benefits package to support your professional and personal growth:

- **Competitive Compensation Package:** We provide an attractive compensation package with clearly stated hiring ranges.
- **Flexible Work Environment:** Enjoy a flexible work environment, including hybrid work options, flexible hours, "No Meeting Mondays," and the option to work up to 20 days out of province per year.
- **Comprehensive Benefits Plan:** Our group benefits plan includes health and dental coverage, an Employee and Family Assistance Program (EFAP)
- **Professional Development:** Benefit from 5 paid professional development days and experience professional growth through a variety of learning opportunities.
- **Paid Time Off:** Enjoy an annual Christmas closure, receive 2 float days, and have access to up to 10 sick day
- **Generous Vacation Policy:** Enjoy a minimum of 3 weeks paid vacation, with Managers starting at 4 weeks, Directors at 5 weeks, and incremental increases every 5 years up to 6 weeks.
- **Other Employee Perks:** Take advantage of our Employee Discount Program and various other perks designed to enhance your overall well-being and work-life balance.

Application Process:

If you believe you have that unique combination of a not-for-profit heart combined with the skills and interest for the "Agile DevOps IT Project Manager" position, then click the "Apply" button found at the bottom of this screen.

Applicants must be legally eligible to work in Canada.

Consistent with our Child Protection/Safe-Guarding Policy the successful candidate must receive clearance by a criminal record check.

Children Believe is committed to diversity in the workplace and is an equal opportunity employer.

Children Believe is committed to providing workplace accommodations. If you require an accommodation, inform us and we will work with you to meet your needs.

We thank all applicants for applying, however, only candidates selected for an interview will be contacted.

People & Culture Team

Children Believe

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
