

Immediate need!

We are seeking candidates to immediately fill 2 to 3 project manager positions in Vermont.

Responsibilities:

Due to our continued growth, we are expanding our Program Development/Project Management team supporting the **Vermont Health Care Innovation Project (VHCIP)** and are seeking a dynamic **Senior Project Director** to join us. The right candidate will have an open-minded, entrepreneurial approach to program development and project management and will be able to use best-in-class PMP and/or Lean Six Sigma practices, cutting-edge research and internal expert resources to develop and manage pioneering programs that improve public health care. You will also:

- Design, manage and support large, complex, high-stakes, high-visibility projects, programs and services for clients seeking a programmatic solution to an identified need.
- Define project statements, develop detailed project plans, communication plans, risk plans and quality plans to deliver assigned projects successfully, on time, within budget and to scope.
- Provide mentoring, support and guidance to project managers and project team members across the organization.
- Ensure that project teams follow proper procedures for issue management, risk management, quality assurance and change management process.
- Schedule, facilitate and manage project team meetings, tracking all tasks and action items.
- Facilitate and support project team building activities.
- Determine, manage and coordinate sponsor's project resources needs.
- Report project variances to key stakeholders.

Qualifications:

A Master's degree in Business Administration, Health Science Administration, Finance, IT or 5 years of project management experience managing projects of all sizes, complexity and duration is a must. PMP certification and/or Lean Six Sigma are desirable . Candidates must have excellent verbal and written communication skills. In addition, the ideal candidate will have superior presentation skills and proven expertise in developing and delivering training. The ability to define and implement collection of measures, create metrics and knowledge of Quality Assurance as it relates to a project's life cycle is also required.