

## Senior Project Manager – North America

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### Reference Number PM-16

#### Location

North America.

#### Role Description

The Senior Project Manager (SPM) will manage key client projects and be responsible for the delivery of exceptional learning solutions. The SPM will provide effective leadership to a development team consisting of Senior Instructional Designers, Instructional Designers, Subject Matter Experts, Quality Improvement Analysts, and Media Designers. This role will be focused on project delivery in North America.

#### Specific Responsibilities

- Provide full lifecycle project management of eLearning products, blended learning solutions, and mobile learning solutions.
- Develop project estimates and proposals.
- Plan and execute project work breakdown structures, schedules, milestones, and budgets while identifying and mitigating risks.
- Managing project change including impact and risk assessment, validation, and implementation.
- Liaise with clients to develop a professional relationship and build trust through timely and effective delivery.
- Lead a team of virtual courseware developers, located in multiple time zones.
- Provide a superior level of communication to the global team in a fast-paced and growing work environment.

#### Required Education, Experience, and Skills

- Degree in Computer Science, Engineering, or another technical field, or relevant experience.
- PMP or PRINCE2 certification.
- Three years' experience in leading cross-functional teams developing **eLearning educational products**. Knowledge and experience with eLearning courseware development is a strong requirement of the role.
- Five years' experience in full lifecycle project management.
- Excellent client management skills, with a demonstrated experience as the lead client liaison on projects.
- Excellent understanding of performance metrics, financial aspects of client projects, and project CPI.
- Excellent leadership and communication skills.
- Ability to articulate learning terminology and processes with non-training personnel.
- Ability to document issues, alternatives, and recommendations in an effective manner suitable for executive or client consumption.
- Ability to work virtually, and willingness to work or have meetings in alternate time zones to meet client requirements.

To apply, please email your résumé and cover letter to [hr@pulselearning.com](mailto:hr@pulselearning.com). Thank you for your interest in our roles. Only those candidates selected for interviews will be contacted.