

Senior Project Manager – North America

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. Thank you for your interest in our roles. Only those candidates selected for interviews will be contacted.