



WILLIAM H. SADLIER, INC

JOB DESCRIPTION

Position: Technical Program Manager

Department: Publishing

Reports To: VP of Shared Services and stakeholders across the organization, the Technical Program Manager facilitates the agile development process and communication to ensure projects are completed on time, on budget, and in line with Sadlier expectations.

Core Responsibilities:

- Serve as Technical Program Manager (Scrum Master) for Sadlier's flagship digital product and for Sadlier's overall digital product portfolio.
- Guide the team through an agile transformation. Coach the team on how to use Agile/Scrum practices to develop better products in a shorter amount of time, removing impediments to progress and ensuring maximum velocity.
- Implement and administer the organization's ticketing system.
- Establish and coach the team through two-week sprint cycles, helping the product owner to write requirements, and the team to create estimations, and groom backlogs as well as leading reviews and retrospectives. Help create a software development culture of continuous improvement.
- Establish and facilitate a stakeholder communication plan and process with all the appropriate documentation, assisting in transparency and radiating information.
- Define and implement an efficient approach to software deployments to minimize risk and defects, while shipping value to customers (internal and external).
- Establish cost transparency with vendors as well as internal resources, tying a clear connection to investment and return on that investment.
- Provide support to the team using a servant leadership style whenever possible and leading by example.
- Manages day to day operations with engineering vendor.

Education, Experience, Skills Required:

10+ years of ed tech experience

- 5+ years experience in educational technology, particularly with an academic publishing company going through a digital transformation. Experience mapping agile releases to an academic calendar is important.
- Proven ability to successfully manage multiple projects simultaneously, on schedule, and on budget

Company is an Equal Opportunity/Affirmative Action Employer.



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- Proactive, detail-oriented, and self-motivated, with the ability to quickly evaluate problematic situations and provide workable solutions
- Must be able to effectively communicate with Editorial, Art/Design, Electronic PrePress, Digital Media, Legal, Marketing, and IT departments
- Demonstrative ability to work both independently and collaboratively, and as part of a large team in a fast-paced environment
- Ability to take on additional workloads and adapt to changes in workflow and procedures
- Experience with HTML, CSS, JavaScript and coding a plus
- Exceptional verbal and written communication skills
- Excellent references