

Senior Program Manager

Bravo LT needs you to be a part of our highly motivated group of technology experts. We share a passion for technology and the community we serve, and we are committed to building long-lasting, productive relationships. We focus on giving back to the community, positively impacting society, and providing quality solutions that work. We believe in Autonomy, Mastery and Purpose and in trusting people to do the right thing - and we think Bravo LT is a pretty great place to be a part of.

In this role a successful Senior Program Manager would be able to listen to the business needs of the Senior leadership team and help translate those into solutions. This is a non-technical role focused on translating business needs and providing oversight over those solutions. If you have a passion for understanding business challenges, managing Project Managers, budget governance and helping create world class Medicare Advantage solutions, this is the role for you!

Responsibilities

- Translates business need and provides oversight for senior leaders
- Lead multi-disciplinary teams composed of various levels of personnel, vendors, and clients to orchestrate several related projects within the scope of the program to successful and timely conclusion.
- Coordinate the integration on the business side for payor solution
- Create end-to-end project plan that includes business implementation, readiness, and milestones
- Oversees various high-priority projects requiring considerable resources and high levels of functional integration
- Create budget governance in unison with upper management
- Create program roadmaps to ensure successful implementations
- Responsible for assembling project team members, coordinating activities, assigning individual responsibilities, identifying appropriate resources needed, and developing schedules to ensure timely completion of a project
- Able to grasp concepts required to understand the overall project scope, and to communicate effectively with project team members, end users and external resources
- Compile status reports reflecting all aspects of project execution including business implementation, readiness, and technical inputs
- Identify risks associated with the project and work with leadership to mitigate that risk
- Competent to work at the highest levels of all phases of project leadership

Skill Requirements

- Agile and waterfall experience
- Led cross-functional projects with various internal and external stakeholders
- Excellent written communication, verbal communication, and problem-solving skills
- Detail oriented with a focus on the broad picture
- Meeting facilitation, note taking, action items tracking, presentation and status reporting experience
- Microsoft Office Suite – Word, Excel, PowerPoint, MS Project, Visio, SharePoint, Teams

Experience Requirements

- Over 7-years of experience in a project/program management role
- History of exemplary relationship management and effective communication with program/project sponsor(s), leaders, and team members from across the healthcare organization.
- Experience with managing multiple horizontal and vertical work streams
- Background in medical insurance plans and claim payment systems
- Experience with managing scope/schedule/cost for large project and programs
- Communication skills must be solid – clear, concise, confident speaker
- Experience leading multiple moderately-sized project teams of eight or more team members within a matrix organization
- Strong track record of delivering projects on schedule and on budget

Job Description

- Experience with assembling technical and operational project team members, coordinating activities, assigning individual responsibilities, identifying appropriate resources needed, and developing schedules to ensure timely completion of a project

Education Requirements

- Bachelor's degree in Business Management or a related field
- PMI Project Management Professional (PMP) certification and/or Scrum Certification (preferred)

To apply for this opportunity, visit the Bravo LT Careers page at: <http://bravoLT.com/careers/>

Location: Remote