

Title: Program Manager

Number of Personnel: 1

Clearance Level: Secret

Location: Fort Bragg, NC

Job Description:

Qualifications:

- Minimum of six (6) years' experience in DOD Staff Leadership, contract and resource management, and planning and execution of project strategy
- Minimum of two (2) years' experience in teaching and/or instruction
- Minimum of two (2) years' experience in project management and formal KM experience
- Must be Project Management Professional (PMP) certified and have completed a formal course of instruction in KM
- Must hold a Bachelor's degree
- Must be Lean Six Sigma certified

Responsibilities:

- Responsible for oversight of contract personnel and performance of the work under this contract.
- Assist with annual or as-needed updates of the USAR SharePoint/SPO Governance with Government approval, to include USARC KM OPORD, USAR KM Strategy, and USARC Content Management SOP
- Recommend adjustments and/or modifications to the KM training strategy, to include conducting new arrival training, annual workshops, and desk-side mentoring sessions on the processes and tools utilized at each level of Command
- Update and maintain applicable KM SOPs and Governances in support of the mission command environment and commander's priorities
- Update and maintain monthly the knowledge assessment plan that encompasses the headquarters staff sections and their interactions with higher and lower headquarters
- Provide input and information to assist the Government in updating the existing Organizational Change Plan
- Assist in producing and maintaining a library of all documentation developed in support of the contract, including written records, reports and other descriptions concerning task performance, lessons learned, operating plans and observations

Years of Experience: 6+ years' experience in DOD Staff Leadership, contract and resource management, and planning and execution of project strategy; 2+ years' experience in teaching and/or instruction; 2+ years' experience in project management and formal KM experience

Education/Certifications: PMP; Lean Six Sigma; Bachelor's Degree; completion of a formal KM training course

<https://www.linkedin.com/jobs/view/3711637952>

Please submit Resume to

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