

PROJECT SUCCESS MANAGER

Since 2001, Wisewire's experts have been collaborating with educators, learning institutions, and innovative organizations around the world to create meaningful learning products for students of all ages. Our work can be found in some of the most widely used and highly regarded educational products available today, including online courses, open educational resources, interactive textbooks, assessments, game-based learning and all types of platforms.

Wisewire launched a platform for learning resources and assessments. Its marketplace has been pre-populated with 50,000 learning objects, playlists and teaching guides that focus on middle and high-school math, science and language arts topics. We are in need of a skilled Project Success Manager in a full-time capacity.

Project Success Managers at Wisewire lead multidisciplinary teams to deliver a wide variety of projects on-time and within budget. It's no small feat! And they do it all while minimizing drama, mitigating risks, and meeting and exceeding everyone's expectations, too! They are the true heros of getting things done and getting them done right!

As a Project Success Manager you will

Manage projects using Wisewire's project management framework.

Help develop and maintain detailed project plans; hold project teams and customers to plan and contractual obligations throughout execution.

Develop detailed schedules, trackers, logs, process documentation, and other project artifacts for all aspects of project including production; maintain frequently and regularly for real-time visibility by all parties.

Proactively monitor success measures, work complete, schedule complete and budget complete; analyze for issues and risks.

Resolves/escalates issues and risks without hesitation; reforecasts and pivots project as needed.

Leads and facilitates action-oriented meetings and brainstorming sessions for variety of audiences.

Presents/represents company capabilities, project scope, roles, challenges, and other project details to variety of audiences with confidence.

Proactively works with Business Solutions team and Success Manager to quantify scope deviations and impact; initiates change requests for approval.

Participates in talent recruitment, onboarding, and other operational tasks to administer project.

Keeps finger on pulse of team morale, stressors, and general happiness and satisfaction of customer; acts as professional problem-solver and advocate.

Serves as main point of contact with customer for all things project related during project execution.

Drives efficiency and effectiveness.

About you

Candidates should have experience successfully managing all phases of a project's lifecycle – from early scoping, estimating and planning activities through execution, delivery, and post-project reviews. Experience with detailed project performance monitoring and reporting is also required. Professional experience in educational publishing and/or development of learning products is a plus!

A project manager working for Wisewire must also be:

- Able to work with confidence in ambiguous, fast-paced environments
- An excellent communicator able to tailor both verbal and written information for a variety of audiences
- Detail-oriented with exceptional organizational, documentation, and process improvement skills
- A creative and collaborative problem-solver capable of analyzing complex challenges and proposing well-considered options
- Continuously focused on controlling project risks and protecting outcomes
- Comfortable representing all components of managed projects, leading important discussions, asking questions, and managing detailed project financials