

IT/IS Project Manager Role Summary: Cary, North Carolina, USA

Work with TWR ministry project sponsors, key stakeholders, and staff, facilitating communication and assisting the IT/IS team in planning and tracking projects.

Core Competencies:

- ✓ Commitment to Jesus Christ as evidenced by a personal relationship
- ✓ Excitement about being involved in full-time missions and willingness to develop a team of prayer and financial partners
- ✓ Display spiritual discernment and maturity
- ✓ Ability to influence and lead, delegating when necessary
- ✓ Strong interpersonal skills to collaborate effectively in a cross-cultural setting
- ✓ Ability to work under the pressure of meeting deadlines, flexing and adapting to change when needed
- ✓ Ability to manage multiple priorities with planning, organizational and decision-making skills

Responsibilities:

- ✓ Facilitate the process to evaluate and onboard new projects
- ✓ Advise IT/IS management in portfolio planning
- ✓ Document and manage project charters, work breakdown structures, project schedules, risk registers, communication plans, and other elements of a project plan
- ✓ Oversee and facilitate communication for projects

Desirable Qualifications:

- ✓ PMI PMP certified or equivalent experience
- ✓ Experience in information technology and information systems project management
- ✓ Proficient in use of office automation software (e.g. MS Word, MS Excel, etc.)
- ✓ Speak, read, write, and comprehend English fluently