



CAREER OPPORTUNITY WITH SILVER FERN HEALTHCARE

Title: Manager, Project Management

Position Description

Manager, Project Management is a member of Silver Fern Healthcare's Operations Team, reporting to the SVP, Head of Operations.

The Manager, Project Management serves as a shared resource under the operations function. The Manager, Project Management ensures that key projects are effectively managed, including overseeing a project's scope, budget, and schedule to ensure it meets the organization's needs, deadlines, and deliverables. The Manager, Project Management works with teams of internal and external stakeholders to ensure project-plan adherence and is responsible for communicating regularly and effectively with all team members. The Manager, Project Management's portfolio of assignments will flex to suit the needs of the organization.

About Silver Fern Healthcare

Based in Connecticut and founded in 2013, Silver Fern Healthcare is an early-stage company working to reverse the chronic-disease epidemic in the United States. Driven by a mission to transform care for people with chronic diseases, Silver Fern's scientific, evidence-based SaaS products and accompanying services provide healthcare professionals with tools and insights to improve the care—and the lives—of patients with chronic disease. Silver Fern works with a wide variety of healthcare stakeholders to provide products that address the human and financial challenges of treating chronic disease.

Responsibilities

Project Management

- Reviews contractual requirements and specific process design methodology for projects
- Manages a project delivery team comprising internal and external technology analysts, developers, testers, and business analysts
- Communicates and defines assigned project objectives
- Evaluates and improves systems and processes to effectively meet project requirements and goals
- Works closely with development and systems analysts to ensure project adherence and cohesiveness
- Is accountable for the performance of existing production and business demands as well as prioritization
- Identifies changes in the accuracy of forecasts and adjusts resources to ensure project deliverables and milestones are achieved
- Proactively anticipates and identifies workflow barriers
- Recommends new procedures, processes, and practices to improve workflow efficiencies



- Performs essential tasks including operations analytics, process mapping, customer service, sales support, account management support, requirements building, and testing management

Other Duties

- Develops collaborative relationships across the company and among project team members
- Models excellent communication skills and is highly responsive to requests and communication from team members and colleagues
- Develops strong knowledge of Silver Fern’s mission, products, competitive advantages, and clients
- Recommends opportunities to develop or sell additional services and products to clients
- Consistently utilizes technology systems, including collaborative platforms
- Keeps supervisor informed of all critical issues
- Performs other duties or special projects, as assigned, based on requests from members of the executive leadership team or evolving company need

Other duties, as assigned

Desired Skills and Attributes

- Highly flexible and adaptive work style
- Superior organizational skills
- High proficiency with technology and the ability to learn and teach new workflow and business tools and systems

Education and Experience Required

- Minimum 3 years’ project management experience
- Minimum 3 years’ experience in the healthcare industry
- Experience with project management software preferred
- Bachelor’s degree

Travel

Minimal travel required

Location

20 Church Street, Mezzanine Level, Hartford, CT

Open Date

March 3, 2020

Closing Date

Open until filled

Directions to Apply

To apply, please email your resume and cover letter describing your match to the job requirements to apply@silverfernhealthcare.com.