



<b>Job title</b>	<b>Program Manager</b>
<b>Reports to</b>	<i>Chief Financial Officer</i>

### **Program Manager -Duties and Responsibilities**

Hudsonville Ice Cream’s growth brings an opportunity to drive high-impact, high-visibility, cross-functional programs to meet business strategic objectives and key results. As a **Program Manager**, you will drive successful program management, including working with internal SMEs on strategic efforts that require hands-on focus driving results across multiple functional disciplines. The successful candidate is excited about solving complex challenges, is comfortable influencing others, leading teams, managing stakeholders, getting buy-in from leadership, and communicating clearly. You have a test-and-learn mentality and an agile way of working. You’re a disruptor without being destructive, a skilled active listener who excels at summarizing information and identifying key takeaways and areas of focus. You’re a natural program manager; organize, plan, follow through, communicate, and deliver.

### **Program Manager - Qualifications**

#### Qualifications:

- Experience in a manufacturing operations environment (not necessarily in a direct manufacturing role)
- Prior experience in program or project managing projects with high IT dependencies (ie technical integrations, ERP implementation, etc.)
- Solid understanding of business processes and ability to read and understand process maps and value stream maps
- 5+ years’ experience in program or project management skills with a proven track record of delivering projects on time, on scope, on budget
- Bachelor’s Degree in operations management, engineering, computer science, or related field
- Proven analytical and problem-solving skills including critical thinking skills with decision-making confidence
- Proven ability to work to challenging deadlines, and work flexibly in a changing and demanding fast paced environment
- Comfortable with ambiguity and change
- Ability to influence
- Understanding of organizational change management
- Effective communication at all levels of the organization
- Experience using data and metrics to drive improvements
- Ability to lead others without formal authority
- Proficiency with project management software

### Preferred Qualifications:

- PMP (Project Management Professional) or CSM (Certified Scrum Master) Certification
- Prior experience running a PMO

### **Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

### **Benefits**

- 401K with a generous match
- Vacation
- Insurance (Health, Dental, Vision, STD/LTD, starting day 1)
- Bonus Plan
- Partial Gym Membership

### **Why Hudsonville?**

We take pride in offering benefits that are competitive. Here at Hudsonville, we offer a first-class work environment with a real family feel to it. We appreciate our employee's hard work, dedication, and passion. That is why we provide a comprehensive set of benefits and options designed to fit our employee's needs. We also value continuous learning and offer many opportunities for off-site training.

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