

<b>Job Title</b>	IT Project Manager
<b>Employer/ Agency</b>	Young Invincibles
<b>Job Description</b>	<p>Young Invincibles is looking for a highly skilled project manager to fill the IT Project Manager role who will support a wide range of technical projects and program support. He/she/they will primarily be responsible for delivering key products that meet the needs of our organization and our partners. He/she/they will support partner relationships, provide technical support and training on key products, and direct future development work. The IT Project Manager must be comfortable conducting multi-level trainings, providing technical support and communicating complex technical issues to a wide audience, including developers, internal stakeholders, partners and end users clearly and effectively. While the ideal candidate does not need to be an engineer, they should have a basic understanding of data analysis, cyber security, and how modern web applications work and are built. He/she/they should also have an understanding of how technology can be used to improve the lives of young adults. Facilitates, and implements all phases of the recruitment process for YI open positions.</p> <ul style="list-style-type: none"> <li>• Serve as the point person on the business and technical sides of the Get Covered Connector, including partner recruitment, technical support and trainings and coordinating new feature development</li> <li>• Oversee day-to-day support and development of technology products and services across Young Invincibles and its subsidiaries.</li> <li>• Lead trainings on technology products and services as necessary for internal and external stakeholders</li> <li>• Lead Quality Assurance (QA) testing before major feature releases for products</li> <li>• Develop product and feature recommendations to internal and external stakeholders</li> <li>• Work with various teams at YI to design new products and services to support their goals as needed</li> <li>• Research and evaluate new vendors</li> <li>• Backend technical support related to YI website and communication tools</li> <li>• Develop data-based reports for stakeholders, including funders and partners</li> <li>• Assist Operations with technology infrastructure initiatives- Cyber Insurance, cyber security, laptop inventory, software, troubleshooting</li> <li>• Other duties as assigned by supervisor</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• 2-3 years of experience overseeing technical projects with an emphasis on project management skills/expertise.</li> <li>• Familiarity with modern web development technologies - you should be able to “talk the talk” and explain how apps work as well as how modern engineers build them</li> <li>• Ability to manage several tasks concurrently and prioritize effectively</li> <li>• Ability to lead teams without formal authority over others</li> <li>• Ability to quickly learn and adopt new technologies and systems</li> <li>• Experience overseeing the design, development and launch of new products &amp; features</li> <li>• Excellent problem solving skills, including the ability to quickly and thoroughly identify complex issues and make recommendations to key</li> </ul>

	stakeholders <ul style="list-style-type: none"> <li>• Excellent oral and written communication skills, including the ability to describe complex technical concepts in an accessible way</li> <li>• Experience using technologies including SQL and Excel for data analysis and presenting key findings to a non-technical audience</li> <li>• Comfortable working in a fast paced startup environment</li> <li>• Experience with agile/SCRUM techniques is highly preferred</li> <li>• Familiarity with YI's issue areas</li> </ul>
<b>Salary/Hours</b>	\$78,000 Full-Time
<b>City, State, Zip</b>	Los Angeles
<b>Application Method</b>	<a href="https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=f558863d-75bd-4729-9a00-389804671479&amp;ccId=19000101_000002&amp;type=MP&amp;locale=en_US">https://workforcenow.adp.com/mascsr/default/mdf/recruitment/recruitment.html?cid=f558863d-75bd-4729-9a00-389804671479&amp;ccId=19000101_000002&amp;type=MP&amp;locale=en_US</a>
<b>Opening Date</b>	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at [mswjobs@central.uh.edu](mailto:mswjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.