

Description

We are HALO! We build brand engagement for our over 60,000 clients globally and lead our \$25B industry through the dedication of over 2,000 team members across the United States.

HALO seeks a Transformation Senior Project Manager to join our high-growth company as a part of the newly formed Business Transformation Office (BTO). In this critical and high visibility role, you will bring HALO's strategic execution to life through the effective planning and quality delivery of HALO's strategic initiatives and transformation project portfolio. The successful candidate will bring complex, business-facing full lifecycle project leadership experience, inclusive of process re-engineering, organizational change management, and multi-vendor management. As a Transformation Senior Project Manager at HALO, you will be driven and enjoy the next challenge, bringing a balance of rigor and discipline, coupled with a pragmatic results orientation. You will have led a variety of enterprise and cross-functional projects and programs to success and be comfortable operating in both the strategic and tactical aspects of delivery. You will be curious, adaptable, enjoy the challenge of learning new things, and thrive in a fast-paced environment.

Note that this is not an IT transformation or IT project management-focused role. This position can be based anywhere within the US, although ideally located in the Chicagoland area.

Key Accountabilities

- Own assigned strategic initiatives in HALO's transformation project portfolio, leading full lifecycle planning and delivery to drive expected outcomes and results
- Partner with business leaders and executive sponsors, building strong relationships and partnership to drive business value
- Use experience, leadership, and judgment to navigate obstacles, proactively mitigate risks and issues, and smooth execution path
- Provide thought leadership and recommendations to develop and mature project and program management, EPMO, and BTO practices and standards to enable delivery excellence
- Align with, and support, EPMO governance and reporting standards
- Apply leading practices in areas such as project management, business process engineering, software delivery methods/agile, and organizational change management
- Prioritize work and resources to ensure critical needs are addressed
- Utilize, adopt, and contribute to use of enterprise platform to enable and improve project planning and delivery visibility, effectiveness and efficiency
- Help to cultivate a culture of end-to-end mindset, continuous improvement, creativity and innovation
- Lead and work across multi-disciplined teams to deliver multi-faceted solutions
- Instill best practices and processes to improve project planning and delivery
- Embrace and exhibit business acumen and focus on business value delivery
- Demonstrate courage and willingness to anticipate and drive positive change
- Operate as a change leader and change agent; mentor and coach team members and staff
- Take initiative to understand, learn, and support HALO's businesses and drive to win
- Model and cultivate HALO culture and values

Requirements

- Bachelor's degree with minimum of 8 years hands-on full lifecycle project and program management experience, working with a variety of methodologies and delivery teams, including: Enterprise, cross-functional teams, End-to-end process redesign,

- Organizational change management, Management of external and third party vendors and contractors
- 3+ years of experience working in an E/PMO
- Ability to engage with senior leaders and executive team; to clearly and succinctly communicate status
- Ability to direct, motivate and empower others to work towards the organization's goals, ensuring efficient allocation of resources across multiple functions
- Exceptional verbal/written communication, detail and action orientation, collaboration, negotiation, facilitation and influencing skills to lead an environment driven by client service and teamwork
- Comfort making judgment calls on how to prioritize work and where to assign staff resources
- Analytical skills: to evaluate information gathered from multiple sources, reconcile conflicts, distinguish presented user requests from the underlying true needs, and distinguish solution ideas from requirements
- Must be passionate about contributing to an organization focused on continuously improving workforce and consumer experiences
- Application of project management best practices, including developing project management methodology and standards
- Continuous improvement mindset, continuous learner. Stay up-to-date with trends in delivery approach and methods; incorporate into projects and work product
- Strong prioritization and interpersonal skills to manage competing priorities.

Preferred Qualifications:

- Promotional products industry experience
- ERP implementation experience, with knowledge and understanding of order-to-cash processes
- Business intelligence, data, analytics and reporting experience
- Experience with Planview Pro and PPM project and portfolio management capabilities
- Professional certifications in project and program management, change management, and business process reengineering (e.g., PMP, CAPM, CSM, CCMP, Prosci, ADKAR, DMAIC, Lean Six Sigma, continuous improvement)