

**Long Wave Inc. Position Description**

**Position Title:** Program Director

**Department/Location:** Programs /Oklahoma City, OK 73104

**Supervisor:**

**Status:**  Regular/Full-Time Non-Exempt

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**Primary Function:**

This is a leadership position with daily executive interactions, and selected candidate will display consistent impeccable judgment and embody Long Wave leadership behaviors. The selected candidate should thrive in a fast-paced work environment with high expectations, significantly diverse assignments, and collaborative/team settings across all levels, including executive leadership.

**What you will do:**

* Lead all phases of programs, ensuring adherence to program plans, schedules, and budgets.
* Accountable for total program execution and growth, meeting contractual commitments including financial, technical, and schedule performance of the primary program (and future, new programs) within the program portfolio and Integrated Solutions portfolio
* Lead the development of annual financial targets within the programs - accountable to the program area director in meeting EAC, AOP, and other targets as set by the business
* Develop program growth strategies focused on creating value added ECPs and meeting the program AOP.
* Support and direct ECP and new business capture and proposal activities
* Cultivate relationships and own the customer relationships with prime contractor customer, US government (USG) customer and other industry partners to ensure smooth execution of existing contract scope and to accelerate the capture of additional strategic contracts
* Utilize Earned Value Management to track program performance and make performance adjustments as needed
* Establish Agile development plans and cadence to iteratively deliver products.
* Establish and lead cross-functional organizations (Integrated Program Teams/Cross Product Teams) such as contracts, finance, supply chain, operations, quality, etc. to ensure flawless execution of program activities
* Accountable for the execution of Program Management Plans and Program Directives consistent with program requirements and company policies
* Identify and correct program problems; develop solutions to correct technical and/or financial issues; drive improved / increased value for both our customers and business
* Prepare and present internal and external executive-level briefs
* Perform regular program EACs, PMRs and business forecasting reviews
* Build and interface with multiple internal and geographically dispersed team members, ensuring consistent and effective communication.
* Ensure staffing appropriately identified and functionally allocated to meet program and business financial milestones.  Work closely with functional management to ensure skillsets are properly identified.
* Direct engagement in associated business strategy, vision and program execution.
* Direct and execute internal reviews and executive briefings pertaining to all pursuits to include, Gate, Color Teams & Strategy Reviews, contract negotiation/defeminization & start-up efforts
* Travel on average 25% of the time

**Qualifications You Must Have:**

* Experience in Program Management, leading large teams managing cost, schedule and technical performance
* Demonstrated experience in Earned Value Management and P&L management.
* Knowledge and expertise in all phases of DoD programs including engineering and manufacturing development (EMD), integration and test, production, and sustainment
* Expertise with the U.S. DoD acquisition process and organizations, with a comprehensive understanding of USG Acquisition strategies to help shape future new-business requirements and accelerate award of new scope
* Typically requires a degree in Science, Technology, Engineering or Mathematics (STEM) and a minimum of 14 years of prior relevant experience
* Active and transferable U.S. government issued Top Secret security clearance is required prior to start date.   U.S. citizenship is required, as only U.S. citizens are eligible for a security clearance.

**Qualifications We Prefer:**

* Expert knowledge of USG and Government prime contract formation, execution, and management
* Customer relationship management and satisfaction experience
* Experience developing technology roadmaps and inserting new technology and capabilities in executing programs
* Cross-functional collaboration and influence
* Results-oriented with strong problem-solving skills
* Effective communication (oral and written)
* Leadership and team-building abilities
* Business acumen and strategic planning skills
* Proven experience in senior management role(s)
* Demonstrated ability leading and/or recovering large government programs
* Experience leading engineering development programs with both hardware and software.
* Customer-facing program leadership experience, with excellent oral, written, and presentation skills.
* Program Management Certification certifications and EVMS
* Specific Experience with Nuclear Command & Control (NC3) programs for STRATCOM, E-4B, E-6B, and/or other Strategic initiatives
* Experience managing large, classified programs
* Experience building, leading, and developing diverse teams
* Strong programmatic and operational execution background
* Strong strategic planning and business acumen

**Work Conditions:**

Employee will be working within an office environment. Employee may be expected to travel on occasion to locations where specific PPE or attire is necessary.

**EOE AA M/F/Vet/Disability**