

Technical Product Manager

Remote/Research Division/Full-time

Responsibilities

The Digital Dollar Project is looking for a Technical Product Manager to guide and support the growth and success of DDP pilots and research projects through best-in-class stakeholder relations, community building, and project management practices.

The Technical Product Manager responsibilities will spread across strategic, operational, and tactical areas:

Strategic

- Synthesize common themes from various DDP projects, governing bodies, and the DDP participant community, translating to an operational, results-driven plan ensuring forward momentum
- Act as a strategic partner to DDP leadership
- Prioritize/escalate operational and team needs (or concerns) to DDP leadership as necessary
- Facilitate forward momentum of DDP's overall research vision, including managing discussions and expectations with DDP leadership

Operational

- Be the glue: center of activity, ensuring forward, timely momentum towards a strategic plan, increasing cross-functional collaboration, and monitoring/optimizing project resources and workflows
- Be the generalist: ability to pinch hit on initiatives (or perform a wide range of functions due to temporary or permanent gaps), do what it takes to move the project forward
- Be the operational interface: between DDP leadership, DDP participant community, and project participants

Tactical

- Back-end ops: work closely with DDP Operations (CRM, legal documentation approvals, account assistance, etc.)
- Initiate and drive new research and pilot projects from idea generation to execution, in close collaboration with DDP stakeholders and external partners from large multinationals to small start-up's
- Create tasks including designing agendas and exercises, coordinating operations, logistics and preparing materials and inputs

- Facilitate sessions, include facilitating exercises, capturing session outputs and contributing to a seamless client experience
- Present innovation research and points of view, engaging effectively with C-level executives in trends insights and design thinking sessions
- Develop and manage project plans and understand project financials

About You

We seek a self-motivated, detail-oriented, and high-performing Technical Product Manager who will support DDP's growing research capabilities. This person will be instrumental to the growth and company culture of DDP.

- Experience in design thinking, facilitation, training, or similar industries
- Ability to deal with complexity and ambiguity in a dynamic and fast-paced environment
- Excellent research, analytical, design thinking and presentation skills
- Strong program management skills and attention to detail; ability to work on different projects and deliver high quality deliverables in committed time frames
- Experience with bringing external and internal organizations and stakeholders into alignment
- Experience in the finance industry and/or understanding of distributed ledger technology and applications

Benefits

The Digital Dollar Project is an all-remote-work organization that hires world-class talent. Collaboration is in our DNA, and we pride ourselves on being able to work closely together while not being tied to an office. We offer exceptional benefits:

- We offer a competitive salary and bonus package, plus:
- Medical, dental and vision benefits
- Retirement benefits
- Unlimited PTO including one week company-wide shutdown
- 12 public holidays plus personal/sick days
- Home office set-up budget
- Annual learning stipend

The Digital Dollar Project is an Equal Opportunity Employer. We value diversity and encourage anyone interested to apply! All your information will be kept confidential according to EEO guidelines.