

INDIANA FARMERS MUTUAL INSURANCE COMPANY

POSITION DESCRIPTION

TITLE: Enterprise Agile Manager

DEPARTMENT: Information Technology

REPORTS TO: Project Management Director

LAST REVISION: 11-2023

FLSA Status: Exempt

General Summary:

Facilitates the adoption of agile methodologies within our organization. Responsible for coaching and guiding multiple cross-functional teams, including business analysts and associate product owners, to ensure the successful delivery of projects in an agile environment. As part of this role, oversees and manages business analysis and associate product owner resources within the Information Technology department. Serves in a leadership role within the Information Technology team and participates in setting department level vision, goals, and objectives.

Duties and Responsibilities:

This position performs a combination of duties from the following list of functions:

1. **Agile Methodology Facilitation:** Drive enterprise agile adoption and continuous improvement through coaching individuals and teams on agile principles, methodologies, frameworks, and best practices tailored to their specific needs. (E)
2. **Team Coaching and Development:** Lead and mentor a staff of business analysts and associate product owners, which includes providing hands-on guidance on best practices associated with developing business requirements as well as developing, refining, and prioritizing the backlog. (E)
3. **Conflict Resolution:** Address any conflicts or issues that arise within the teams promptly and effectively, fostering a collaborative and positive team environment. (E)
4. **Performance Monitoring and Improvement:** Monitor team performance and identify areas for improvement, providing constructive feedback and implementing strategies to enhance team efficiency and productivity. (E)
5. **Stakeholder Communication:** Facilitate communication between stakeholders, product owners, and the development teams to ensure a clear understanding of project goals, priorities, and deliverables. (E)
6. **Continuous Improvement:** Drive a culture of continuous improvement by encouraging the teams to identify and implement innovative solutions and process enhancements to optimize workflow and delivery. (E)
7. **Training and Education:** Organize and conduct training sessions, workshops, and seminars to promote agile principles and practices and ensure that team members have the necessary skills and knowledge to effectively apply agile methodologies. (E)
8. **Collaboration with Management:** Collaborate with management to align agile initiatives with overall business objectives and strategies, providing insights and recommendations to improve the organization's agility and competitiveness. (E)
9. **Technology Insights:** Keeps abreast of new technical and business trends and changes by reading publications and attending workshops and other systems and applications related training.
10. **IT Management:** Administer performance appraisals and participate in the hiring and budgeting processes. Ensure development of career planning and training objectives for all direct reports. Participate in leadership meetings and activities (E)

Leadership Responsibility and Commitment:

As a part of the Leadership Team this position is responsible for successfully leading the team to align with strategies and goals to fulfill our Vision, Company Culture (ICARE) and Core Values by utilizing the following Leadership Traits and respective Core Competencies:

(E): Essential functions, requirements or conditions necessary and core to the operation.

1. Emotional Intelligence (**R**espect)
 - Self-Awareness
 - Self- Regulation
 - Motivate and Inspire
 - Empathy
 - Social Skills

2. Strategic Thinking (**I**nnovation & **E**mpowerment)
 - Long-Term Vision
 - Goal Setting
 - Empower Actions to Achieve Goals

3. Communication and Relationship Building (**C**ollaboration)
 - Recognize the value of teams
 - Collaborates Effectively
 - Embrace Diversity
 - Builds Meaningful relationships
 - Strong Credible Presence

4. Results Oriented (**A**ccountability)
 - Proactively Identifies Issues
 - Identify Steps needed to Communicate and Achieve Goals – Timely Feedback
 - Develop Standards for Measurements
 - Effectively Prioritize
 - Sense of Urgency

Minimum Qualifications:

1. Bachelor's Degree in computer technology, business, or other closely related field preferred
2. Proven experience as an agile coach or similar role with strong expertise in agile methodologies (Scrum, Kanban, SAFe, etc.) and a track record of successful implementation. (E)
3. Experience (7+ years) leading and delivering complex initiatives. (E)
4. Must be able to work in a dynamic environment and have the capability to manage and change priorities as needed to accomplish company objectives (E)
5. Strong interpersonal communication skills required for effective communication at the staff, peer, and executive levels of the organization, along with vendors and other contacts while managing a project (E)
6. Experience in property and casualty insurance industry preferred
7. Strong problem analysis and resolution skills (E)
8. Strong interpersonal communication skills required for effective communication at the staff, peer, and executive levels of the organization, along with vendors and other contacts while managing a project (E)

Working Conditions:

- Normal office working conditions
- Sitting for extended periods of time
- Continuous use of the computer and fatigue associated with computer work (E)
- Mental stress associated with responsibility of data and equipment critical to Company's operation

Supervision Received:

Broad objectives are outlined. Work is judged primarily on overall results with much choice of method. Frequently develops methods to achieve desired results.

Supervision Exercised:

Direct reports and associates in other departments as dictated by project assignments.

The above is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive list of duties, responsibilities and requirements.

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