

June 6, 2018

Project Manager/Scrum Master

Department: **IT - Software Development**

Reports to: **Sr. Vice President**

Location: **Chicago**

Contact: **Human Resources (itcareers@gcmlp.com)**

SUMMARY

This position is for an Agile Project Management Organization (APMO) Associate role at Grosvenor Capital Management. The APMO is a team of Scrum Masters and Project Managers within the IT department that support the Software Development, Infrastructure, and IT Security teams by providing coordination and communication on all technology implementation projects.

The Project Manager/Scrum Master will focus on four areas within the IT department: Culture, Process, Metrics, and Communication. The ideal candidate is an energetic, self-driven person who thrives in a culture of collaboration and communication. This person will have the opportunity to create value through partnership with a group of thoughtful, smart, fast-paced and successful colleagues. Finally, the ideal candidate will be a strong team player with a proactive approach and the ability to take initiative with discretion and judgment. As a member of the IT Department at GCM, you will have the opportunity to work alongside industry and technology experts as a member of the IT department, collaborating to deliver business value driven solutions.

RESPONSIBILITIES

The individual will be involved in the following critical activities:

- Sets personal standards and acts as a role model; committed to excellence.
- Consistently provide high quality work in a deadline driven environment.
- Research issues requiring further technical expertise and present findings to the appropriate parties.
- Observant and tactful in department-wide interactions, with the ability to consider the opinions of others.
- Conduct release planning meetings.
- Facilitate sprint planning, daily stand-ups, feedback meetings, sprint reviews/retrospectives, etc.
- Remove impediments to team progress.
- Successfully manage Work in Progress (WIP).
- Accountable for accomplishing tasks both independently and collaboratively.

GENERAL EDUCATION, SKILLS OR EXPERIENCE REQUIREMENTS

The individual in this position should have experience working in the financial industry. The ideal experience and critical competencies for the role include the following:

- 3 - 6 total years of experience.
- 2+ years as a Scrum Master or Project Manager in an Agile environment.
- Ability to execute and follow through independently, thoughtfully, and with minimal oversight.

(GCM Grosvenor reserves the right to add to, delete, change or modify the essential duties and requirements at any time. Other functions may be assigned to the position at GCM Grosvenor's discretion.)

If interested and qualified for this position, please notify Human Resources.

EQUAL OPPORTUNITY EMPLOYER M/F/D/V

- Strong interpersonal/communication skills and the ability to work well as part of a team towards an outcome.
- Practiced ability to recognize impediments/blockers to projects and escalate them appropriately.
- Outstanding decision making and problem solving skills.
- Ability to adapt within a rapidly changing environment and has experience in/knowledge of Agile or iterative software development.
- Attention to detail and concern for quality and accuracy of final product (and ability to balance that concern with deadlines).
- Experience with Microsoft Office 2007/2010/2013.
- Experience with Jira and SharePoint are a plus.
- Demonstrated team player, self-starter, and independent thinker.
- Eager to learn how to coach teams/people as opposed to managing them.
- Interest in financial services and/or investment management.

In terms of cultural fit, the successful candidate will be self-motivated and energized by working amongst a group of thoughtful, smart, fast-paced and successful colleagues. He or she will enjoy being a part of an organization focused on excellence and will be a naturally collaborative individual who enjoys interacting with individuals at all levels. Additionally, he or she will be a strong team player with a proactive approach and the ability to take initiative with discretion and judgment.

Interested candidates should submit a letter of interest along with a resume to itcareers@gcmlp.com. Please reference **“Project Manager/Scrum Master #101325”** in the subject line of the email.

ABOUT THE FIRM

GCM Grosvenor is a global alternative asset management firm with approximately \$50 billion AUM in hedge fund strategies, private equity, infrastructure, real estate and multi-asset class solutions. It is one of the largest, most diversified independent alternative asset management firms worldwide. The firm has core expertise in product and custom investment solutions. Its product solutions provide turn-key access to both diversified and specialized alternative investment portfolios. Its customized investment solutions give clients an active role in the development of their alternatives programs.

GCM Grosvenor has offered alternative investment solutions since 1971. The firm is headquartered in Chicago, with offices in New York, Los Angeles, London, Tokyo, Hong Kong and Seoul. GCM Grosvenor serves a global client base of institutional and high net worth investors.

At a Glance - GCM's Software Engineering Organization (SEO)

- A modern software engineering group embedded inside of a financial services firm
- Teams follow a modern approach to software engineering focusing on test driven development, pair programming, continuous integration, distributed systems and other best practices
- Teams are empowered by management to deliver product requirements through cross functional team ownership
- A strong team culture inside and outside the office
- Adaptive to change and feedback from team members

For more, visit www.gcmlp.com.

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