



POSITION DESCRIPTION

Position Information

JOB TITLE: Technical Product Manager
GRADE:
REPORTS TO: Digital Innovation Senior Product Manager
HRS PER WEEK: 40

Location Information

Division (s):

- Office of the CEO
- Resource Development
- Publishing
- Partnerships

- Operations
- IT
- Marketing/Communications
- Finance
- Human Resources
- Digital Innovation

Geographic Location (s):

- Colorado Springs
 - Miami
 - Remote / Anywhere
- (Open to other location if there is a good fit)

Department:

Effective Date: August 26, 2020

Status: New
 Revised

POSITION DESCRIPTION

Technical Product Manager

For more than 200 years, Biblica has helped people beyond the reach of God’s Word discover the love of Jesus Christ. As we push into our third century, we continue to produce relevant and reliable Scripture translations and resources that minister to people on the margins of the Gospel—the unreached, unengaged, unseen, and unwanted. Our Mission is clear: to provide the Bible in accurate, contemporary translations and formats so that more people around the world will have the opportunity to be transformed by Jesus Christ. The Bible is at the heart of Biblica’s mission. We are captivated, challenged, and inspired by this extraordinary collection of books. We believe the Bible is God’s truth and God’s story. In everything we do, we seek to honor Christ and the everlasting Word of God. By joining the Biblica team, you’ll have the opportunity to serve in a ministry that is advancing God’s Kingdom to the ends of the earth. We desire to serve God by bringing our gifts, talents, and experiences together to make a difference around the world, living out the Great Commission. Come join us!

Purpose

The Digital Innovation Technical Product Manager will work with the Digital Innovation team to ensure that Biblica digital products, projects & programs are successfully executed. As Biblica continues to expand the range and number of digital products, it is critical we develop technology solutions that accelerate Bible translation efforts and amplify engagement with Scripture.

This role helps Biblica think “digital first” when it comes to partnerships and working with ministries on-the-ground. This person is tech-savvy—with a deep understanding of technology, and the application of technology to distribution of Scripture & ministry resources. The position seeks to bring together Biblica’s strategic direction with the goals of like-minded ministries, ensuring that Biblica pushes forward its digital strategy globally.

Focusing specifically on technical products and projects, this role will need a deep understanding of software development and engineering management. This person will act as Product Owner with our software development teams and be a liaison between technical personnel and Biblica stakeholders on key technical projects.

This role will manage and oversee the development of new products and bringing products to market. This will involve doing customer research, owning the product roadmap, and collaborating with global technical and ministry teams.

Responsibilities:

- Provide day-to-day management for a key set of digital innovation initiatives, using project management best-practices. Ensure Biblica is able to effectively control costs, timelines and quality.

- Work closely with internal and vendor teams, including software developers, engineers, architects, quality assurance, and operations. Ensure requirements are fully understood and that implementation plans match expectations.
- Assess and address technical risks.
- Uncover and understand customer needs and translate them into requirements.
- Answer incoming questions about the product and its capabilities.
- Act as Product Owner in a Scrum software development environment.
- Regularly interact with teams, both internally and externally, to keep initiatives moving forward and nurture relationships and partnerships.
- Maintain strong organizational knowledge around Biblica's key focus areas of Gateway Translations, Rising Generations, and Frontline Church, including: ministry focus areas, general knowledge of translation process and current projects, available array of products and formats, products implemented and geographic areas of operation. Utilize this knowledge to help effective framing of digital initiatives.
- Write Language Ministry Proposals (LMPs) related to digital and work closely with finance and advancement teams on fundraising related to LMPs.
- Manage and maintain a project and relationship management system to effectively manage digital innovation partnerships and projects—working within existing systems.
- Monitor and track internal budgets, goals and action plans with innovation team for each strategic digital partnership following a moves-management concept.
- Work closely with teams to create and execute digital innovation strategies. This may involve brainstorming new initiatives, scoping out solutions, and managing the implementation of new projects, products or solutions.
- Successfully plan and execute digital partnerships as they emerge. Able to see through partnership initiatives to successful completion, working together with other departments and teams to successfully execute partnerships from conception to completion.
- Ensure partners provide stories and feedback to the Marketing/Communications team on the digital impact of God's Word in the partner ministry.
- Work closely with technology teams on managing and implementing technology projects, including media initiatives, apps, web platforms, and the like.

Qualification and Competencies:

- Strong personal commitment to Christ and Biblica's Purpose, Mission Statement, Christian Community Policy and Statement of Faith.
- Strong love and passion for the Bible and a desire to see people engage in it.
- Minimum of a four-year degree from an accredited college or university in business administration, project management, information technology, or related field.
- At least 3-5 years' demonstrable experience in product management.
- At least 3-5 years' experience in digital innovation, software development management, or related fields.
- At least 3 years' experience in a Product Owner role on an Agile/Scrum/Kanban environment.

- Experience in a technology firm, or engineering department/division, project managing technology products such as app development, website development, and other technology solutions.
- Able to be a liaison between non-technical partners and staff, and technical IT / software development personnel. Able to translate conversations & input from partners into business requirements and actionable project tasking.
- Strong understanding of technology and digital experiences. Able to speak intelligently with technologists and understand the nuances of the modern tech landscape.
- Strong ability to think creatively and create innovative technology solutions. Able to hear the challenges presented by Biblica partner ministries and think of creative technology solutions to meet those challenges.
- Strong communications skills—both written and oral.
- Comfortable with a wide array of technology platforms, and able to quickly learn and understand new platforms and systems.
- Experience with technical project management tools, such as JIRA, ClickUp/Asana, PivotalTracker, Trello, etc.
- Quick learner, eager to take on new challenges. Comfortable moving quickly and adjusting to shifting priorities.
- Experience working in a cross-cultural environment, including in a ministry environment. Able to communicate across language and cultural barriers.
- Demonstrated effectiveness as a team player and manager.
- Ability to work closely and build relationships with diverse groups of people.
- Comfortable working across time zones and interacting with personnel all over the world.

Reporting Relationships:

This position reports to the Digital Innovation Senior Product Manager.

Benefits:

Biblica is dedicated to providing a comprehensive and competitive benefits package designed to meet the evolving needs of our employees. Come join a dedicated and purpose driven team that cares about your spiritual and professional growth! We offer quality healthcare coverage, including medical, dental, life, as well as a generous paid-time-off program and retirement fund with employer contribution. Biblica regularly hosts prayer groups and related services to enhance our employee's spiritual health.

The above job description is intended to describe the general nature and level of work being performed by staff assigned to this position. It is not intended to be all-inclusive as other duties as assigned are to be completed.