

## DEDICATED PEOPLE WHO CARE

ABOUT FARM FAMILIES  
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ABOUT THE COMMUNITIES WE SERVE

509-397-4355  
800.873.8666  
www.mcgregor.com  
PO Box 740  
Colfax, WA 99111



## Special Projects Manager – Colfax, WA

*The McGregor Company serves growers in Washington, Idaho and Oregon with the seed, crop inputs, equipment, research and advice needed to raise healthy, sustainable crops. Our IS team provides support and resolutions for 350 employees across 40+ locations.*

The Special Projects Manager position at The McGregor Company will be responsible for coordinating people and processes using an iterative approach to ensure projects are delivered on time, within budget, and deliver desired results.

You will be the go-to person for everything within the project's life cycle, working with a team of developers, designers, and other professionals to ensure projects stay on track. You will work with various stakeholders within each of The McGregor Company's divisions (McGregor Retail, McGregor Technologies, AgWorks, DevWorks, McGregor Internal Solutions, etc.) to ensure internal and external projects are completed in a timely fashion and within budget. This position will work within the Internal Solutions team which provides help desk/support-style assistance to The McGregor Company. This position will report to the Director of McGregor Internal Solutions.

### Responsibilities and Duties:

- *Coordinate internal resources and third parties/vendors for the flawless execution of projects*
- *Specifically learn CINCH/GP, AgOS, Field Reveal, HighQ, and Stratum at a level to thoroughly support those applications with the internal customers*
- *Ensure that all projects are delivered on-time, within scope and budget*
- *Proactively identify and manage risks and issues as you become acquainted with business processes*
- *Prepare budget based on scope of work and resource requirements*
- *Gather requirements and develop detailed project plans, creating milestone and deadlines ensuring successful delivery*
- *Provide project updates on a consistent basis to various stakeholders about strategy, adjustments, and progress*
- *Utilize industry best practices, techniques, and standards throughout entire project execution*
- *Measure project performance using appropriate systems, tools, and techniques*
- *Manage the relationship with the client, stakeholders, and third parties/vendors*
- *Help manage and prioritize project backlog with Product Owners*
- *Validate end results of development projects by performing user acceptance testing*

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- *Communicate project progress, findings, output and deployment plans to leadership and all constituents*
- *Occasionally answer and resolve phone and email tickets, with self-directed focus on team metrics and initiatives utilizing the internal tools of Zendesk and Jira.*

### **Skills and Qualifications:**

- *5+ years of related experience preferred*
- *Proven working experience as a project manager/administrator in the information technology sector*
- *Solid organizational skills including attention to detail and multi-tasking skills*
- *Excellent written and verbal communication skills, essential for collaborating with teams and talking with management and other non-team individuals*
- *Superior critical thinking capabilities, including the ability to think on your feet*
- *Ability to be comfortable in an environment with quickly changing priorities*
- *Strong familiarity with various Agile and Scrum elements, including Agile planning and Agile project management with Scrum*
- *Solid technical background, with understanding or hands-on experience in software development and web technologies*
- *Experience presenting to large groups*
- *Ability to not only remain calm, but thrive under pressure*
- *Confidence with learning new products and ability to effectively relay attained knowledge*
- *Have history in understanding and managing healthy business relationships*
- *Position requires regular travel to meet with locations & stakeholders to better understand business process*
- *Proven ability to solve problems creatively and hold crucial conversations*
- *Familiarity with the agriculture industry is preferred*

### **Position Details:**

- *Full-time position on site in Colfax, WA*
- *Valid driver's license required*
- *Benefit package (medical, dental, vision, 401k, vacation, life insurance, + more)*
- *Drug Free Workplace*

**Application available on the Careers page at [www.mcgregor.com](http://www.mcgregor.com)  
To apply send completed employment application to [hr@mcgregor.com](mailto:hr@mcgregor.com)**