



## STUDENT ACTIVATION



## Program Manager



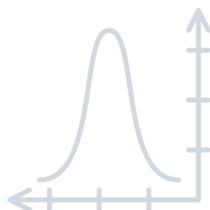
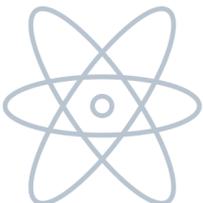
### OVERVIEW

Program managers are organized and collaborative leaders who ensure complex projects are completed on time and on budget. They work in almost every industry, including construction, manufacturing, architecture, engineering, and software production. They have an ability to analyze complicated projects, break them down into tasks, and clarify these tasks to teams representing different areas of expertise. They are comfortable interacting with a wide variety of professionals, and do not hesitate to ask difficult questions to identify and solve problems. They are highly organized professionals who track achievement of project goals, and address issues to ensure their timely completion. Successful program managers ensure that teams deliver products on time, at budgeted cost, and with as little drama as possible.



### EVALUATE YOUR INTEREST

- I love planning and organizing complicated projects and events.
- I am energetic and welcome the opportunity to thrive in a fast-paced, deadline-driven workplace.
- I am a strong communicator and work well with others.
- I enjoy bringing together people from different areas of expertise with different strengths. I am comfortable dealing with colleagues from all levels of the organization chart.



# Program Manager

STUDENT ACTIVATION (CONTINUED)



- I am a problem solver. I have a knack for asking smart questions that help others identify problems and issues. I work with others to formulate solutions to problems.
- I am highly organized, and can keep track of several projects at once, each with many moving parts.
- I am reflective, and learn from mistakes to make projects more efficient each time they are completed.



## CAREER CONNECTION

How does this career affect me?	What are some other similar careers?	How does this career affect the world?
<p>From the home you live in, to the foods you eat, to the devices you use to interact with others, most of the goods and services you enjoy every day are the product of highly complex production processes that bring together resources obtained from different parts of the world and workers from different areas of expertise. These goods and services would not be affordable to most consumers unless they were produced with a minimum of cost in dollars, time, and labor. Program managers plan, organize, and track production processes to make sure goods and services are produced efficiently so businesses can offer them at affordable prices to their customers, including you.</p>	<p>Program managers work in almost every industry and specialize in organizing different types of tasks.</p> <p><b>Cost estimators</b> gather and analyze information to determine the resources required to produce goods and services. Resources include time, money, materials, and human capital.</p> <p><b>Construction managers</b> plot, organize, and supervise building and construction projects, from the planning phase until the grand opening.</p> <p><b>Industrial production managers</b> plan and oversee operations in plants that mass produce just about any goods you can think of, ranging from food products and automobiles to digital devices and clothing.</p> <p><b>Architectural and engineering managers</b> plan, organize, and supervise operations in architectural and engineering firms. They oversee the design of public assets such as buildings, highways, and utility systems.</p>	<p>The world is an increasingly interconnected place. The goods and services people use on a daily basis, from automobiles to digital devices to the foods they eat, are often the product of resources that come from many different locations all over the globe. As a result of globalization, processes for producing goods and services and delivering them to consumers is becoming more and more complex. Skilled planners are needed to bring monetary, natural, and human resources together to make sure products are produced efficiently. Efficient production means a higher quality of life, because goods and services that were once unattainable become affordable to the average person.</p>

# Program Manager

STUDENT ACTIVATION (CONTINUED)



## TAKE ACTION

- Help to plan a family celebration, such as a holiday dinner, a vacation, or a family reunion. In doing so, ask yourself these questions:
  - What smaller tasks need to be completed to ensure the celebration comes together successfully?
  - In what order should these tasks be completed?
  - Which family members are best for performing these tasks?
  - Does anyone else need to be brought in to help?
  - What goods and services need to be acquired?
  
- After the celebration, reflect on how the planning process might be improved next time.
  
- Select a product or service you use on a daily basis, such as your favorite breakfast food, a digital device, or an article of clothing. Research these questions:
  - What ingredients or resources are combined to form this item?
  - Where do these ingredients come from?
  - Where is the product assembled?
  - What occupations are involved in production of the product?
  - From start to finish, what steps lead to the final production of the product?
  
- Consider conducting an interview with a project manager who is involved in the industry you selected.
  
- Join a club at school that is involved with planning a major school event or product such as a dance, an important sporting event, the yearbook, or the school newspaper. Identify the tasks and various people required to plan the event or product. Collaborate with your peers to think about ways in which the process might be improved from previous years or next time.

