Brandeis University’s Graduate Professional Studies (GPS) is looking for an industry leader to develop and teach in our Project and Program Management Master’s Program. Brandeis University is consistently ranked among the nation’s top universities, and our online courses are developed using best practices in online learning. Information about Brandeis University and Graduate Professional Studies can be found online.

About the course:
RPJM 110: Risk Management in Projects and Programs is core course in the Project and Program Management Master’s Program. This course covers risk management processes and techniques in depth, exploring the systematic and iterative approaches that encompass risk planning, identification, qualitative analysis, quantitative analysis, response planning, and monitoring & control. Risk management principles consistent with the PMBOK are also covered. Techniques for building and applying a risk management toolkit are explored, as are methods to implement risk management programs within an organization.

At the end of the course, students will be able to:
- Develop a comprehensive risk management plan for a project.
- Identify risks in cause-risk-effect format using project assets such as the project charter, WBS, project plan, and historical records.
- Qualitatively analyze risks to develop probability and impact ratings for risks.
- Quantitatively analyze risks to determine time/cost probabilities and impacts and overall project reserves.
- Apply expected value analysis and decision tree analysis to project scenarios and make recommendations based on these models.
- Develop response plans for top-risks that include approaches to avoid, mitigate, accept, and transfer risks.
- Analyze methods of risk audits and project risk reviews in order to gather data for, and communicate results of, risk monitoring and control practices.
- Evaluate risk management tools currently on the market.
- Communicate risk management process steps and results to colleagues.
- Critique the results of risk management activities on a project.
- Propose strategies for the organizational adoption of effective risk management practices.

Qualified candidates will have Subject Matter Qualifications in the following areas:
- Required:
  - Current active employment in the Project Management field or industry directly related to the course subject.
  - Minimum of 4-6 years’ experience as a Project Manager in a professional environment
  - Strong knowledge of different project management methodologies and frameworks (waterfall, SDLC, Agile, etc.)
  - Advanced skills in project risk management
  - Advanced skills in using risk tools, such as risk audits, project risk reviews, risk monitoring and control practices, cause-risk-effect analysis, probability and impact ratings, etc.
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- Strong knowledge of the PMI project management standards
- Minimum of a Master’s degree
- Excellent written communication skills and enthusiasm for teaching

- Preferred:
  - PMP certification preferred
  - Teaching experience preferred; online teaching or learning experience preferred

General responsibilities include:

- For new courses requiring development:
  - Design a syllabus following program chair guidance and the syllabus template
  - Create content that aligns with course outcomes and offers the author’s experiences and perspectives on key points

- For all courses - develop and deliver the course according to our teaching standards, which include actively facilitating online discussions, providing relevant and timely feedback on student work, reporting grades, and discussing student issues with staff

- Create or refine and facilitate the course site in the Moodle learning management system

General skill requirements include:

- Strong interpersonal skills when relating to students
- The ability to communicate effectively in writing, including conveying complex information and promoting in-depth engagement on course topics
- The ability to devote adequate time to courses, including responding to students and providing meaningful feedback in a timely manner

About the Master’s in Project and Program Management Program:
Students in the Project and Program Management Program learn how to manage stakeholders, lead teams and deliver projects to successful completion. Upon graduation, they are equipped with successful techniques for planning, estimating, budgeting, negotiation, conflict resolution, and communications management. The Project and Program Management program curriculum is consistent with PMI’s Project Management Body of Knowledge (PMBOK®). It integrates understandings of business functions and challenges at various levels of corporate operation.

All GPS Master’s courses are 10-weeks long and taught asynchronously in the online learning environment with no set days or times for interaction.

About GPS Faculty:
GPS Faculty instructors are active practitioners in the industries that align with our programs and have the professional expertise to bring to course discussions and threads. Instructors are part time and work fully online, with no requirement to appear on campus. Our faculty have earned at least a master’s degree with many holding terminal academic degrees and industry-specific credentials. Previous experience teaching online is not required; GPS offers a comprehensive training program for qualified applicants.

How to apply:
GPS welcomes applications for its adjunct faculty pool on an ongoing basis. The application process consists of the online application and, if subject matter qualifications are met, a series of interviews at the discretion of the Program Chair and Director of Program Development. Complete your application online.