



AGILE VOLUNTEER OPPORTUNITY

Department

Professional Development

Reporting & Communications Structure:

The Volunteer reports to the Director – Agile Program.

Program Goals

The PMINYC Agile Programs holds meetings on a quarterly basis to present and to initiate discussions on a variety of Agile topics. Meetings also give attendees the opportunity to network with other professionals interested in expanding their knowledge of agile.

Type of interaction

Virtual Only at this time (2022)

Estimated time commitment

For your benefit and the chapter's, you should expect to devote at least a few hours per month. Refer to the [Volunteer Development Model](#) as a guide

- Attendance at Agile quarterly meetings is required for at least 2-3 events
- We typically host webinars every 3-4 months, typically evenings (5:30 – 7:00 PM).
- Occasional meetings are required for planning (~2-3 hours/month) if an event is scheduled or as needed)

Responsibilities (Virtual)

- Source / find agile presenters for events (by attending other local events such as agile meetups or conferences).
- Review speaker presentations and proposals
- Help plan speaker, webinar and workshop-oriented events
- Host webinars and/or meetings on a rotational basis
- Assist in preparing for webinar dry runs
- Support webinar and workshop events as an attendee/facilitator
- Learn to support a variety of meeting types (presentations, interactive meetings, workshops, and webinars).
- Expand presence of Agile Program on PMINYC website
- Other duties as needed (see below)

For in-person events this includes:

- Same as virtual above
- Welcome guests and facilitate networking.
- Help setup/clean up before/after meetings.

Other Duties

Volunteers do everything needed to help the chapter run! You might ...

- Work in a team or independently
- Perform a range of tasks, take on a variety of roles and responsibilities
- Develop strategies, analyze alternatives, develop, and communicate recommendations, evaluate risks
- Conceive, plan, deliver, execute, support, monitor, document, report, promote, communicate
- Collaborate, follow, lead, learn
- Apply Project Management discipline to whatever you do
- Help chapter leaders, members, teammates... and yourself! Get it done!

Prerequisites

Is membership required?

Yes

Number of years as a member

0

Desired skill set:

Required:

- Familiarity working with agile projects.
- Ability to work independently and collaboratively as a team player.
- Knowledge of different agile frameworks and concepts.
- Bachelor's Degree
- Candidates will be asked to provide a resume and written answers to the following:
 - o Describe your familiarity with agile and / or related methodologies.
 - o Describe how you use agile or related methodologies for current or past projects (Optional)
 - o Why are you interested in volunteering for the Agile Program?

Desired:

- IT/Technical background.
- Meeting/Workshop facilitation skills.
- Strong communication, coordination, and presentation skills.
- One or more agile certifications.
- Continued education through classes or attendance at agile meetings / conferences to learn new skills.

Credential(s) and number of years required

N/A

Additional Information

PDU

Volunteers can claim 1 PDU per 1 volunteer hour in the Giving Back to the Profession Category up to the maximum of 25 PDUs in a three year cycle.

Please refer to the continuing Certification Requirements handbook for details about earning and reporting PDUs and much more.

Resume required?

Yes

Interview required?

Yes

Volunteer may hold other roles while concurrently serving in this role?

Yes

Term limit for role

None

Start date of opportunity (mm/dd/yyyy)

Immediately

End date of opportunity (mm/dd/yyyy)

N/A

Opportunity Type

Rolling

Opportunity Status

Active

Opportunity create date

4/1/22

Opportunity update date

N/A

Application close date

N/A

Search keyword

Agile Volunteer

Number of openings

3-5