2121 W. Casino Road
Everett, WA 98204-1472
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www.wsipc.org

Project Manager
WSIPC – Reference #20261101
Resume Review will begin on November 16, 2026
Starting Salary Range $100,329 - $104,393
This role is supported by Grant Funding, limited duration position.
The salary is dependent on experience and qualification

Why WSIPC? At WSIPC We Take Pride in Nurturing a Culture Where…

We are a family – We care about the growth and development of our people, our clients, and our community.
We pursue excellence – We continuously strive to improve the solutions we offer and to be innovative in our goals.
We are creative and passionate – All employees are encouraged to present new ways of improving our services and culture.
We are accountable and supportive – We take responsibility for our decisions, and collaborate to ensure the best outcomes.
We communicate honestly – We work in a transparent, open, and trust-based environment.
We serve our community and we are our community – We are part of the community we serve and we are invested in its success.

About the Position

We are looking for a Project Manager to plan, execute, and finalize projects according to customer expectations and project specifications. The Project Manager will be responsible for assembling project plans and teamwork assignments, directing and monitoring work efforts, identifying resource needs, performing quality reviews, and escalating functional, quality, and timeline issues appropriately.

This role is supported by Grant Funding, limited duration position. Continued employment in this role beyond the grant period is contingent upon future grant funding and WSIPC business needs.

Our ideal candidate is highly self-motivated with superior attention to detail and meets or exceeds the qualifications listed below.

Ideal Candidate Qualifications

- Certified Project Manager credentials (e.g., PMP, CAPM, or equivalent).
- Demonstrated experience leading technology-related projects, including system implementations, migrations, integrations, or data-driven initiatives.
- Proven ability to clearly articulate technical and non-technical ideas to diverse stakeholders, including Cooperative members, district staff, and leadership teams.
- Skilled at aligning and eliciting cooperation from multiple stakeholders, including upper management, clients, and cross-functional departments, in a cooperative or multi-agency context.
- Strong organizational skills with the ability to prioritize and execute tasks in high-pressure or rapidly changing environments.
- Deep understanding of project lifecycle principles, with the ability to create, plan, and maintain project deliverables (e.g., project charters, timelines, budgets, design documents, and status reports).
- Familiarity with change management practices to support adoption and long-term success of technology initiatives.

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- Adept at conducting research into project-related issues, products, and emerging technologies.
- Proven analytical, creative problem-solving, and decision-making skills.
- Proficiency in industry-standard project management and collaboration software (e.g., MS Project, Smartsheet, Jira, or equivalent).

Employment Benefits

This is a full-time 260 day position. WSIPC provides a comprehensive benefits package including but not limited to thirteen holidays, medical, dental, vision, paid vacation ranging from 12-22 days per year and up to 8 hours of paid sick leave per month. We are part of DRS for a pension program. We have a hybrid work model; occasionally travel will be required for this job. Visit www.wsipc.org for a full list of benefit offerings.

Apply Now!

What a great place to work! Apply now by submitting your resume to employment@wsipc.org
Willing to relocate to the State of Washington? Candidate must reside in Washington State.

WSIPC is an Equal Opportunity Employer and is committed to fostering a diverse, inclusive, and welcoming workplace.