**Scrum master job description**

# Key Responsibilities

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| Agile and scrum  * Facilitate dev team adoption and usage of agile values and scrum framework |
| Team Servant Leader  * Manage the impediment backlog; solve some impediments and follow up the rest. * Single Point of Contact of the Team. * Protects the team from external influences. * Ensures that the sprint backlog is completely understood by all members of the scrum team * Make sure the Scrum Team is on track to achieve the goal of the Sprint. Example : Burndown Chart can help reporting. |
| Coach  * Ensure that the development is aligned to the objective (objective given by the Product Owner).​ * ​Facilitate the estimation. * Support or coach the Scrum Team to become autonomous. * Animate the Sprint Retrospective and maintain the actions of the Improvement Plan. * Faciliate the stand-up meeting. |
| Product Owner Point of Contact  * Counterweight of the PO to protect the team and ensure quality * Help the Product Owner to manage his/her Product Backlog * Help the Product Owner to communicate with the Team. * ​The progress of the sprint * Impediments and risks (especially in case of external dependencies) |

# Performance Skills

* Coaching
* Team building
* Leadership
* Listening and Understanding
* Spoken and written communications
* Decision making and problem solving
* Organization and Planning
* Commitment to task

# Qualifications and Experience

(P) = Preferred, (R) = Required

General:                              - Knowledge of Agile methodologies                                                      (R)

- Knowledge of Scrum framework                                                          (R)

- Knowledge of Scaled and distributed Scrum                                    (P)

- Knowledge of other agile methodologies (Lean, Kanban)          (P)

- At least 3 years of experience working as a scrum master         (R)

- Certified scrum master / product owner                                         (P)

- Devops                                                                                                           (P)

- At least 5 years of experience in IT projects                                    (P)

- Experience in large projects including offshore                             (P)

- Knowledge in shipping/transport industry                                      (P)

Technical:                           - TDD, BDD, Unit testing and other agile technics                             (R)

- Microsoft VSTS                                                                                             (P)

- .NET and Microsoft technologies                                                          (P)

Other:                                  - Excellent English communication skills (oral and written)           (R)

- Capacity to work in a multicultural environment                           (R)

- Passionate about agile               and willing to                                                    (R)

# Performance skills Guide

**Coaching**

Develop scrum team agile capabilities; Check progress and achievement; help in difficult situations; Develop a Win Win relationship within the team in order to maximize motivation, efficiency and productivity;

**Team building**

Develop and maintain a team spirit within the scrum team by bringing an agile mindset, good team spirit in order to raise the performance and ensure success of the scrum team.

**Leadership**

Influence the actions and opinions of others in a desired direction, exhibit judgment in leading others to efficient agile adoption that bring early working software.

**Listening and Understanding**

Clearly understand scrum team opinions and challenges in order to go beyond what is only expressed, and effectively support them in progressing and solving their challenges.

**Spoken and written communications**

Clearly present information through the spoken work; influence or persuade others through oral presentation in positive or negative circumstances; listen well.  Write clearly and effectively present ideas; read and interpret written information.

**Decision making and problem solving**

Use an empiric approach in solving problems. Regularly inspect and adapt the strategy to solve problems and challenges that arise into the scrum team.

**Organization and Planning**

Organize or schedule people or tasks; develop realistic goals and action plans while being sensitive to time constraints and resource availability; communicate these goals and action plans to all people involved.

**Commitment to task**

Start and persist with specific courses of action while exhibiting high motivation and a sense of urgency.