

Threshold PM Role Scope and Competencies

TL;DR: This is to summarize the scope and competencies of the PM role for Threshold, the requirements of the role and the needs of the teams and Guilds.

Environment

This PM role will be developed in the Threshold DAO environment, where there is a strong need for fluent and smooth collaborations and communications between the following entities:

- The DAO community.
- The Threshold Guilds: TIG, TMG, TTG.
- The Keep team.
- The Nucypher team.
- The thUSD team.

Scope and Competencies

The role of the PM in this environment would be shaped as a facilitator, where the main pillars in which it would be founded are: **visibility** and **communication**.

Through **visibility**, understanding and acknowledgement are achieved. It is necessary to provide an up-to-date single source of truth for the teams and the Guilds, to communicate their lines of work, their resources, their successes and lessons learned. This central knowledge source should be available to consult from any member of the community.

Communication processes are needed to keep the community informed of the different initiatives, their progress and successes. Also, mechanisms should be put in place to receive inputs and requests from the community, where new ideas can be included in the line of work, enriching the community (and avoiding losing these insights in the background of the discord channels).

Through **communication**, it is also possible to keep track of the teams' work in progress, the problems and interdependencies arising, and their impact on the different initiatives.

A non-comprehensive competencies for the Threshold PM could include:

- Creating and applying visibility and communication processes and procedures for the Threshold DAO and development teams.
- Keep track of existing processes and technologies, making the information available.
- Keep track of the different initiatives, their deliveries, milestones and timelines.

- Maintaining an up-to-date single source of truth for the community, documenting the different initiatives carried out by the teams and the guilds.
- Facilitate communication among teams, guilds and the Threshold community, creating reports to stakeholders.
- Keep track of progress of the different initiatives (updated *RAG* statuses [Red,Amber,Green - system] and summaries).
- Facilitate the process of ownership of tasks (e.g., through RACI matrices), keeping updated WIP planning.
- Facilitate role descriptions, availability and checkpoints for the Guilds.
- Develop processes for task completions (e.g., work in *definition of done* templates).
- Keep track of interdependencies between initiatives, identification of gaps and non-overlapping niches of work.
- Participating in project meetings to extract important planification and progress information.
- Participating in community updates and report calls.
- Supporting and managing community initiatives.

What's necessary to implement the PM role

The Threshold PM would need, in order to deliver value to the DAO, buy-in from the different teams and members of the DAO:

- Once procedures for reporting and visibility are put in place, cooperation would be needed to **keep track of initiatives**, timelines and dependencies.
- The PM would also need to **check-in with the teams and guild members** about the progress of their initiatives, to keep the planning updated, and the community informed.
- Once ownership procedures are put in place, the PM needs to **track the progress** and pin the person(s) owning the tasks or accountable for them, in order to keep the planning updated.
- In case bounties are assigned to tasks, the PM would need to get track of the progress, and support the task verification procedures (e.g., using coordinape), integration and reporting.