

Scrum Master

Sample Job Description / Job Posting Template

About the Role

We are seeking an experienced Scrum Master to guide our teams in the effective application of Scrum and Agile principles. The Scrum Master will act as a leader, facilitator, mentor, teacher, impediment remover, coach and change agent helping the team maximize value delivery while fostering a culture of continuous improvement, transparency, and collaboration. This role partners closely with Product Owners, Developers and stakeholders to strengthen team performance Sprint to Sprint.

Key Responsibilities

- Enable successful facilitation of all Scrum events — Sprint Planning, Daily Scrum, Sprint Review, and Sprint Retrospective — ensuring they are productive, timeboxed, and outcome-focused.
- Coach the Scrum Team, Product Owner, and organization on Scrum theory, practices, and values, helping them become self-managing and cross-functional.
- Identify and remove impediments, distractions, and obstacles that prevent the team from meeting Sprint and Product goals.
- Foster a safe, collaborative environment that encourages transparency, inspection, and adaptation.
- Help the team minimize distractions and protect focus by coaching self-management and addressing impediments.
- Partner with the Product Owner to support effective Product Backlog management and refinement practices.
- Facilitate conflict resolution and support healthy team dynamics.
- Champion continuous improvement by helping the team identify and implement actionable retrospective outcomes.
- Support the broader organization's Agile transformation, including mentoring other Scrum Masters and educating stakeholders on Agile/Scrum practices.

Required Qualifications

- 3+ years of experience working as a Scrum Master or in a similar Agile facilitation/coaching role.
- Solid working knowledge of Scrum theory, rules, and practices, along with broader Agile and Lean principles.
- Scrum.org Professional Scrum Master I™ (PSM I) and Professional Scrum Master II™ (PSM II) certification required or obtainable within 90 days of hire. Professional Scrum Master III™ (PSM III) preferred. Please include all of your Scrum.org certification(s) so we can verify them.

- Track record with Scrum Teams that consistently deliver value.
- Proven experience facilitating Scrum Events and coaching teams toward self-management.
- Strong leadership mindset, with excellent facilitation, communication, and interpersonal skills.
- Demonstrated ability to resolve conflict, build consensus, and influence without direct authority.
- Experience using Agile project management tooling (e.g., Jira, Azure DevOps, or similar).
- Bachelor's degree in a related field, or equivalent practical experience.

(Note: Why the Scrum.org certifications matter: Scrum.org Professional certifications are earned by passing a rigorous, independent assessment - not by attending a class - do not expire, and are recognized globally. Ask candidates to share their Scrum.org certification(s) so they can be verified. PSM I signals foundational command of the framework; PSM II, applying Scrum in complex, real-world situations; PSM III, distinguished mastery across ambiguous situations.)

Preferred Qualifications

- Experience working with scaled Agile frameworks (e.g., Nexus, SAFe) across multiple teams.
- Familiarity with Evidence-Based Management (EBM) or other outcome-focused measurement approaches.
- Background in software development, product management, or a related technical discipline.
- Experience coaching multiple teams or mentoring other Scrum Masters.
- Additional Scrum.org certifications such as Professional Scrum with Kanban (PSK I), Professional Scrum Facilitation Skills (PSF Skills), or Professional Agile Leadership I (PAL I).

Key Skills & Competencies

- Leadership and coaching
- Facilitation and conflict resolution
- Clear, transparent communication
- Continuous improvement mindset
- Emotional intelligence and empathy
- Problem-solving and adaptability