



Story County Information Technology Director

SALARY	\$52.64 - \$76.23 Hourly \$4,210.98 - \$6,098.75 Biweekly \$9,123.79 - \$13,213.96 Monthly \$109,485.43 - \$158,567.55 Annually	LOCATION	Nevada, IA
JOB TYPE	Full-Time	JOB NUMBER	ITDIR-FTE 04.24
DEPARTMENT	IT	OPENING DATE	03/26/2024
CLOSING DATE	4/21/2024 11:59 PM Central		

Summary Description

Story County is seeking an experienced and capable leader to become the next Information Technology (IT) Director. As head of the Department, the IT Director is responsible for directing the County's information technology operations, functions, and services and performs varied management, supervisory, and IT system development, operations, and maintenance duties. This position works in collaboration with multiple departments, offices and agencies to develop and analyze policies and programs that best support process improvement, including continual evaluation and oversight on the implementation of new systems, hardware, software, network infrastructure, and custom applications. This position will report to the Director of Internal Operations and Human Resources.

The salary range for the Information Technology Director is \$109,485.43 - \$158,567.55 with starting pay up to midpoint (\$130,143.78) with commensurate experience and qualifications.

Job Duties/Responsibilities

- Plans, organizes, directs, and oversees information technology operations consistent with county board policies, procedures, and guidelines, and with relevant government regulations.
- Hires, trains, assigns, directs, supervises, evaluates, and disciplines department personnel.
- Plans, directs, and manages activities necessary to implement a county-wide information system and to achieve maximum return on technology investments.
- Provides reports to the Board of Supervisors that are related to work projects, budgeting, administrative functions, and overall department management.
- Develops and implements long- and short-term information technology goals and objectives; prepares information technology strategic plans; develops the five-year capital improvement plan.
- Develops and maintains a disaster recovery plan and ensures the readiness of departmental personnel to implement such a plan.
- Coordinates the programming and technical support functions of the department; provides direction and hands-on support during the design and implementation of systems and networks.
- Analyzes requests and the need for services from county departments; resolves problems; implements changes as appropriate.
- Serves as an advisory member to various committees.

- Oversees multiple AS/400 systems in conjunction with several local area networks and work stations to ensure continued uninterrupted services.
- Develops and manages the departmental budget; develops working relationships with vendors to initiate and manage purchases; ensures the timely and accurate delivery of goods and services; ensures accuracy in inventory control.
- Oversees the implementation of IT security policies and practices.
- Oversees and manages department risk management functions; coordinates and directs the response to cybersecurity incidents and events.
- Performs related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of information technology networking, server maintenance, email-management, and user support principles.
- Knowledge of a software management principles and practices.
- Knowledge of risk management and security principles and practices.
- Knowledge of budget management principles.
- Knowledge of personnel management principles and practices.
- Skill in the use of computers and job-related software programs.
- Skill in developing and implementing technology solutions to county department and organization needs.
- Skill in communicating complex ideas both orally and in writing.
- Skill in researching, developing, and presenting detailed reports.
- Skill in managing vendor relationships, including vendor contracts.

Qualifications

- Knowledge and level of competency commonly associated with the completion of a baccalaureate degree in a course of study related to the occupational field.
- Experience sufficient to thoroughly understand the diverse objectives and functions of the sub-units in the division/department in order to direct and coordinate work within the division/department, usually interpreted to require three to five years of related experience.
- Preferred qualifications include IT leadership experience in a government setting and experience in partnering and advising leaders on strategic initiatives and helping to drive operational improvement through enhanced technology operations.

E-VERIFY PROCESS: Story County participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with Story County must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their identity. Please be prepared to provide required documents on the first day of employment. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-382-7200 or go to the US Citizenship and Immigration Services web page at: <http://www.uscis.gov>.

Physical & Environmental Characteristics

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, or walking. The employee frequently lifts light (24 pounds or less) objects and distinguishes between shades of color.
- The work is typically performed in an office.

Agency

Story County

Address

900 6th Street

Nevada, Iowa, 50201

Phone

(515) 382-7204

Website

<http://www.storycountyiowa.gov>

Information Technology Director Supplemental Questionnaire

***QUESTION 1**

Please describe your management experience including number of employees and staff roles supervised.

QUESTION 2

What type of critical technologies have you implemented into an IT environment?

QUESTION 3

Which security platforms, systems, and solutions have you used, including where this experience was obtained and duration of experience. If no experience, indicate "none".

* Required Question