

Position Posting


IT Director **(1 Position Available)**



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| Term of Employment: | Full-Time, Continuing |
| Rate of Pay: | Out-of-Scope Band 7 |
| Location: | Operations Centre |
| Duties: | <p>Reporting to the City Clerk, the IT Director will provide strategic leadership and direction in information and communications technology for the City and the community, as well as the planning and delivery of information technology services to meet the City's current and emerging operational business needs.</p> <p>Fostering a culture of accountability, transparency and building high performing teams, this position will provide inspiration and vision to lead the Information Technology and Geographic Information System (GIS) teams in creating a governance framework and sustainable plans for digital and mobile government, communication and technology infrastructure, analytics, and introduction of evolving technologies.</p> <p>The IT Director oversees the City's digital transformation through the investment, delivery and sustainment of citizen-centric digital information technology, GIS services and systems and the business applications. This position will direct the planning and implementation of major enterprise IT projects, the provision and management of technology infrastructure and business systems, corporate data and analytics, cyber security, business continuity and emergency management, the development and management of annual operating business plans and budgets, as well as IT policies, procedures, directives, and best practices.</p> <p>The incumbent will work closely and collaboratively with all levels of internal and external stakeholders involved in or affected by the delivery of information technology solutions in support of City programs and services.</p> <p>Duties:</p> <ul style="list-style-type: none">• Lead the strategic and operational governance processes of the business organization as it relates to data, information and technology as a key enabler of the City's business.• Maintain focus on strategic direction and long-term vision while balancing the need to address immediate and emerging needs.• Coordinate and facilitate consultation with stakeholders in a collaborative manner to define business and systems requirements for new technology implementations.• Initiate strategic information and technology partnerships by developing and managing relationships with internal and external customers including government, vendors, and partner organizations.• Define and communicate organizational plans, policies, and standards for acquiring, implementing, operating and maintaining information and technology systems and infrastructure.• Build relationships and systems necessary to deliver the technical work aligned to the department and organizational direction. Work toward alignment of structure, process, competencies, |

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| | <p>leadership style and culture to the strategy of the organization and the strategic environment.</p> <ul style="list-style-type: none"> • Ensure City departments have access to data and information required to make informed decisions. • Provides support to other city departments and help them to identify electronic and GIS solutions to improve business processes, increase effectiveness and support decision making capabilities. • Provide strategic leadership and direction for the City's Information Technology and establish goals, objective and operating procedures. • Oversee and steward the annual operation and capital budgets and apply business acumen and critical thinking in the use of resources • Oversees all enterprise GIS operations including database management and administration, data structure and metadata development, system administration, GIS software selection, implementation and user support. • Oversee the development of communication strategies to stakeholders in order to foster a strong understanding of technology services, issues, risks, threats, opportunities and emerging needs. • Evaluates the functionality of systems and investigates new IT and GIS applications. • Identify opportunities for the appropriate and cost-effective investment of financial resources in IT and GIS systems and resources, including staffing, sourcing, purchasing, and in-house development. • Review hardware and software acquisition and maintenance contracts and pursue master agreements to capitalize on economies of scale. • Establish lines of control for current and proposed information and GIS systems. • Ensure IT and GIS system operation adheres to applicable laws and regulations. • Assess and communicate risks and mitigation strategies associated with IT and GIS investments. • Establish corporate data protection, information and technology security policies and procedures that foster a culture of security awareness. • Approve, prioritize and control projects and the project portfolio as they relate to the selection, acquisition, development, installation and operational sustainment of major information systems. • Ensure continuous delivery of information and technology services to the organization including disaster recovery and business continuity. • Oversee recruitment, development, retention and organization of all IT and GIS staff in accordance with corporate budgetary objectives and human resources policies. <p>Other</p> <ul style="list-style-type: none"> • Other related duties as required/directed. |
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| Schedule: | The position is office based and normal working hours are Monday to Friday from 8:00 am – 5:00 pm with the occasional requirement to work outside these hours. |
| Qualifications: | <ul style="list-style-type: none"> • A 4-year degree in a related field (e.g. Computer Science, Software Engineering, Information Systems) is required. Master's Degree in a relevant field preferred and considered an asset. • A Minimum of 8 years of experience in leading significant initiatives and complex, multiple technology projects, preferably in a municipal public sector environment, including direct managerial experience that includes program, financial, budget administration and key performance indicator strategies. • Demonstrated knowledge and experience in the areas of technology strategy development, innovation and continuous improvement utilizing digital tools and technologies, and designing and implementing creative solutions to business problems. • Experience successfully leading a mid-size city/equivalent size organization through a digital transformation and or an ERP transformation. • Demonstrated the ability to design IT strategy or high-level information and technology architecture for e-business, innovation and continuous improvement utilizing digital tools and technology, leading, and managing business vendor relationships, and working with all levels of the organization. • Ability to set appropriate policies and recommend effective use of technology. • Demonstrated knowledge of applicable data privacy practices, laws and industry standards. • Managing Microsoft operating systems, network products and desktop products. • Knowledge on ESRI products and enterprise geodatabases (in a SQL environment), and familiarity with relational database design as it applies to GIS software as well as general mapping principles, demographics analysis, spatial analysis, remote sensing, and cartography. • Knowledge in Core municipal software applications, including but not limited to financial and human resource management, SharePoint, Asset Management, Community Development and Land Management, and Records Management. • Certification in IT governance, project management, organizational change management and IT Infrastructure Library (ITIL 4) are desirable. |
| Pre-Employment Requirements: | <ul style="list-style-type: none"> • Satisfactory Criminal Record Check • Successful applicant must provide proof of qualifications. • Applicants with international education will be required to include an Academic Credential Assessment with application. |
| Closing Date: | May 19, 2023 |
| Posting Type: | Internal & External |
| Application Information: | The City of Lloydminster is an equal opportunity employer. If you have questions or require further information on this position, please contact us. All applications must be sent to the Employee Relations team and received by the closing date. The City has a COVID-19 Vaccination and Rapid Testing Directive in place. Successful applicants will need to show proof of COVID-19 Vaccination status or provide negative test results. |

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| | <p><u>Victoria Macvarish</u> HR Generalist, Employee Relations City of Lloydminster 4420-50 Avenue Lloydminster AB/SK T9V 0W2 Phone: 780-875-6184 Internal Candidate Email: employeerelations@lloydminster.ca External Candidates Apply at: www.lloydminster.ca/jobs</p> |
| Posted By: |  <hr/> Kara Farrell Posting Date: April 28, 2023 |