IT Director – Business Systems
Local Government Health Insurance Board
Job Description

JOB INFORMATION

This is a permanent, full-time position with the Local Government Health Insurance Board, a state agency located in Montgomery, Alabama that administers a statewide group health insurance program covering local governmental entities throughout the state. This is an administrative position accountable for developing or identifying the business systems that form the backbone of the operations capabilities and has responsibility to maintain and support those systems that provide day-to-day operations, as well as maintaining a future focus on other business systems and/or platforms that will meet the ongoing and anticipated needs of the LGHIB. This is administrative and complex managerial work in directing information technology operations. This is a leadership position that also collaborates and participates with IT professionals within the agency and with vendor partners in the accomplishment of major initiatives. Employees in this position lead and direct the most complex IT applications found in the largest agencies. Work at this level is impacted by a wide variety of factors such as multiple platforms; highly complex applications; supervision of a small team of highly trained IT professionals; systems operations and technical support; and collaboration of projects across different functional areas and vendors. A major point of emphasis is on providing optimal IT systems and services within budgetary constraints to support the business needs of the LGHIB.

MINIMUM REQUIREMENT

- Bachelor's degree from an accredited four-year college or university in computer science, mathematics, engineering, or a closely related field and:
- Eight years' experience driving the implementation of enterprise systems, systems analysis/design and programming, project management, and leading a team of analysts and developers. This must include at least four years of supervisory experience.
    - In lieu of a four-year degree the LGHIB may consider a candidate with acceptable professional certifications and at least ten years of equivalent work experience and four years of supervisory experience.

OTHER REQUIREMENTS

- Strong leadership and management skills.

JOB DUTIES AND RESPONSIBILITIES

- Lead efforts to set the strategic direction, define roadmap and provide day-to-day operational oversight for business systems
- Lead and direct the applications development team and third-party contractors to manage, maintain, upgrade and deploy all internal business applications

- Lead the development, establishment and enforcement of quality assurance measures and testing standards for new applications and/or enhancements to existing applications throughout their lifecycle
- Directly manage a team of application developers along with a matrixed team of business users in the implementation of transformative systems applications
- Provides technical leadership to assigned staff and to the agency in deploying the technologies and/or platforms to ensure long-range goals and objectives of the agency are supported
- Leads technical research efforts with respect to new technologies that might be of benefit to the agency
- Supervises the coordination of procurement activities by ensuring that vendor questions are answered and coordinating information within various divisions
- Understands the mission and objectives of the agency and is knowledgeable of policies and procedures including federal, state, and local regulations that impact on how work is done
- Sets parameters and determines the scope of highly complex projects and supervises the delegation of project work to the appropriate individuals
- Performs management duties within IT such as hiring new employees, evaluating and reviewing work, providing feedback on performance, and recommending or approving training
- Formulates budgetary requirements for IT activities such as personnel costs, cost of hardware and software equipment, cost for using outside contractors, etc.
- Stays abreast of current technology trends by attending classes, attaining certification in specific technical areas, reading professional journals, etc.
- Performs related work as assigned

The Local Government Health Insurance Board is an Equal Opportunity Employer.

Local Government Health Insurance Board Policy on Accepting College Coursework, Post-Secondary and Advanced Degrees

1. Specific college coursework required for a job, as well as Bachelor's, graduate, postgraduate, and doctoral degrees will be accepted from the schools accredited by any of the six regional accreditation associations in the United States:

- Southern Association of Colleges and Schools (SACS)
- Middle States Association of Colleges and Schools (MSA)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools – The Higher Learning Commission (NCA-HLC)
- New England Association of Schools and Colleges – Commission on Institutions of Higher Education (NEASCCIHE)
- Western Association of Schools and Colleges – Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU)

2. Coursework or degrees from schools that have not been accredited by a regional accreditation association will be accepted if a regionally accredited school considers the coursework or degree to be an acceptable prerequisite for admission to an advanced degree program.