

The **Information Technology Director** oversees the Bank's technology resources and the strategic use of technology solutions for operational efficiency and competitive advantage. The IT Director ensures the Bank's information technology activities are secure and stable, monitors resources and recommends upgrades and/or replacement as required to maximize return on investment and ensure capacity for Bank activities. The incumbent collaborates with senior management to anticipate technological needs and implement the architecture needed to scale for growth and meet demand for service delivery channels. The position oversees coverage for 24/7 IT support.

Additionally, this position is responsible for assuring compliance with all Bank policies and procedures, as well as all applicable federal and state banking regulations.

The incumbent will:

- Work closely with the data processing, electronic banking, Internet banking, information technology, central services, special projects and other department or branch managers in developing short and long-term information technology plans and programs for the Bank; conducts frequent meetings with management members
- Supervise major information technology projects of the Bank
- Chair the Bank's Technology Committee; submit recommendations to the Bank's management committee; serve on other Bank committees as required
- Ensure the security and stability of the Bank's information technology resources
- Work closely with Senior Management to develop strategic plans and make recommendations for major information technology projects that support strategic objectives; provide cost projections
- Assure audit compliance and procedure quality control through internal and external reviews; recommend and initiate corrective actions; and ensure system resources are in compliance with established Bank policies, procedures and federal and state regulations
- Analyze and approve the installation of hardware and software updates and other patches
- Oversee coordination of technical support for acquisitions, partnerships or new facilities
- Maintain advanced knowledge and awareness of financial industry technical status and trends
- Coordinate resources to provide critical system support, minimizing downtime and impact to clients
- Monitor security and performance of Bank VMware infrastructure of virtual servers and all resources that support the VM environment; servers such Office 365, information security, SQL Server, file server, AD/LDAP, etc.; and health and security of all data storage
- Perform all controls and management of the backup systems and DR systems at Bank's co-location center
- Perform other duties as assigned

Note: Reasonable accommodation may be made to enable otherwise qualified associates/applicants with disabilities to perform the essential functions of the job.

## **MINIMUM QUALIFICATIONS**

- Bachelor's degree (Management Information Systems or related degree preferred) or at least Ten (10) years' extensive experience in information systems management in the financial services industry in lieu of degree
- Five (5) years of related experience in information systems management experience
- Advanced knowledge of Bank operations and lending products and services; related federal and state laws and regulations, and other Bank operational policies and procedures
- Experience successfully managing projects, preparing cost projections and managing to budget
- Demonstrated ability to lead teams and deploy resources effectively
- Excellent customer service skills, with experience coordinating critical systems support
- Excellent communication skills, with experience preparing and presenting recommendations and documenting project objectives and progress

## **PHYSICAL REQUIREMENTS AND ENVIRONMENTAL CONDITIONS**

The physical requirements and environmental conditions of this position consist primarily of:

- Sustained standing and sitting
- Frequent use of PC, including typing or sustained attention to monitor
- Occasional presentations requiring public speaking to small groups
- Occasional lifting of basic office files or equipment up to 20 lbs
- Normal office environment with comfortable internal temperatures and low level noise

EOE