# Job Posting

**Title:** Director of Information Technology
**Base Salary Range:** $117,000-$140,000 plus benefits
**FTE**: Full-Time - Exempt

**Our Mission:** The Mission of South Central Family Health Center is to improve the quality of life for the diverse Community of inner city Los Angeles by providing affordable and comprehensive health care and education in a welcoming and multi-cultural environment. To lead the way in health care in South Los Angeles, as the premier provider and employer of choice offering comprehensive, high quality, affordable, efficient and culturally responsive services.

**General Summary:** Under the direction of the CFO the Director of Information Technology Services is responsible for leading strategic planning, development, and implementation of a complex technology infrastructure including hardware, software, major systems, security and networking. Provides oversight and assistance in procuring technologies and applications. This position is charged with deployment of robust system to meet the growing operational demands of the organization.

Strategically works with partners, affiliates, and third-party vendors to manage, coordinate, and secure technology across multiple platforms, technologies, and sites. This position requires regular interface with SCFHC Leadership and SCFHC Information Technology Partners and will leverage relationships with partners to ensure SCFHC technical programs and infrastructures are provided effectively and efficiently.

- Directs the development of information technology services for SCFHC to support business operations, clinical support infrastructure, and simulation.
- Oversees successful system deployment, integration, training and support across all technologies identified to support SCFHC. This spans education, administrative, and clinical space.
- Understands and manages all program issues, risks, and status and communicate to key stakeholders, SCFHC leadership, and executive sponsors.
- Oversees execution of program strategy which includes deployment of software, Software Updates, Servers, etc.
- Directs and manages appropriate level of internal and external communications.
- Oversees analytics program to ensure proper reports and predictive analytics are in place to manage operations.
- Directs and facilitates requests for innovation-related development including management of external vendor partnerships to bring new innovations in the field of health care.
- Directs and implements business continuity schemas and establish proper tests to ensure total functional operation of the HIT.
- Develop risks management analysis tools and eliminate risky infrastructure, practices, and set in place preventive measures.
- Develops support model and establishes process to assess future required investments and resource integration and manages Information Technology Services budget
- Creates the structure to manage the integrity of SCFHC systems and processes by reviewing existing policies/procedures and drafting new policies/procedures, where necessary, to ensure compliance with HIPAA and other regulatory requirements.
- Conducts ongoing assessment, planning and oversight of the proper management of all health care and administrative technology required to support SCFHC.

- Provides leadership and guidance to IT resources and vendors providing technology solutions to support SCFHC.
- Participates in strategic and operational planning committees to ensure all accreditation standards are met and implemented that support technology requirements.

**Education and Experience Knowledge:**
- Bachelor's degree or better in Computer Science or Information Technology
- At least ten years of experience in all aspects of information systems management; at least five years in a healthcare environment preferably with the Community Health Centers FQHC.
- Must have minimum 3 years of executive leadership experience in successfully managing complex organizational initiatives involving multiple functions and multiple locations.
- Experience with EMR systems, Preferably NextGen.
- Extensive Experience with MS Servers, Azure, Amazon AWS, Active Directory, and SAN.
- Experience with Business Continuity Models and implementation.
- Experience with Juniper Routers and Switches and Cisco.
- Experience with Administration of Exchange Server.
- Experience managing MS 365, Share Point, MS PowerApps, and MS Dynamics 365.
- Experience with VOIP and ShoreTel.
- Familiarity with SQL and reports.

**Skills and Abilities**
- Highly organized and effectively manage and work with other IT team members
- Knowledge of all facets of IT, including systems applications, database administration, financial systems, networks, telecommunications, computer hardware and software.
- Project and program management with integrated electronic health records.
- Data reporting and programming.
- High Communication skills.

**Top benefits or perks:**  As a team member at South Central Family Health Center, you'll enjoy competitive wages and generous benefits:
- Benefits: Health Care, Dental, Life Insurance
- 403 (b) Retirement Plan
- Education Reimbursement Career development: Entry-level employees have opportunities to work in management, HR or other areas of the company.

**Contact/application information:**
To apply please visit South Central Family Health Center's website at:
https://recruiting.paylocity.com/recruiting/jobs/All/325da02f-904e-426b-ab73-f734fa9906c9/South-Central-Family-Health-Cent