



## The American Baptist Home Mission Societies (ABHMS) is Searching for a Director of Information Technology

The American Baptist Home Mission Societies (ABHMS) is conducting a search for an experienced **Director of Information Technology** (DIT) to lead the execution of ABHMS' information technology strategy. The position requires the DIT to primarily work from the ABHMS corporate offices at the Leadership and Mission Building, located in King of Prussia Pa. This is a full-time position and the DIT reports directly to the Executive Director of ABHMS.

Founded in 1832, ABHMS has a long history of meeting human needs and empowering individuals, institutions, churches, and communities to share faith, concern, and resources to improve the quality of life for all people. ABHMS has done this through supporting education, providing scholarship assistance, publishing Christian resources, funding churches and community centers, counseling and chaplaincy services, intercultural programs, support for immigrants and refugees, advocacy, and intervention on behalf of persons living with disabilities, living in poverty, children, senior adults, immigrants, refugees, prisoners and ex-offenders, victims of disasters, and much more.

At ABHMS, our team-oriented collaborative approach allows for ample learning and development opportunities. ABHMS is an ideal atmosphere in which to best use your skills and talents, and is eager for your input, ideas, and inspiration.

The **Director of Information Technology** (DIT) will help to guide the technological alignment of ABHMS' mission and ministry operations while also mining for trends to support and enhance our customer and visitor experience, CRM, Business Intelligence, revenue enhancements, and enterprise applications for ABHMS/Judson. The DIT will guide the technical direction of data platforms, IT enterprise architecture, and provide operational leadership to proactively ensure the reliable operation of the overall IT back-office and outward-facing IT environment. The DIT will be responsible for supporting the portfolio of business applications, managing project oversight, risk management, data privacy, integrity, and security as well as lead ABHMS in the transformation and implementation of best practices for the management of IT. The DIT will deliver solutions to align ABHMS' cross-functional business objectives and priorities to benefit the staff and constituents who visit, donate, participate in, and support the work of ABHMS/Judson Press. This position will require hands-on work and onsite availability at the corporate offices (including the occasional nights and weekends) as needed to fulfill job responsibilities.

### Primary Duties and Responsibilities

- Provide leadership for the enterprise-wide technology strategy.

- In collaboration with the Executive Director and departmental leaders, aid in driving a culture change that supports ABHMS' becoming a data-driven, data informed organization by providing analytical tools, services, and insight.
- Provide leadership and operational direction of CRM and business intelligence/data analytic initiatives to enable ABHMS to operate in a data-informed and constituent-centric manner that maximizes lifetime value of each constituent.
- Oversee all IT projects to ensure they meet stated milestones and target objectives.
- Keep abreast of and leverage emerging business, nonprofit, and technology trends to embed digital opportunities ABHMS-wide that will strengthen operational effectiveness, enhance visitor experience, build reputation and services to the field, and generate diverse sources of increased revenue.
- Ensure the IT department has strong systems analysis and project management skills, so commitments are properly planned, staffed, monitored, and executed.
- Establish change management practices and incorporate these into all aspects of IT initiatives to drive ongoing full adoption of IT capabilities and applications, including effectively communicating with and training users on the use of information technology assets to gain maximum benefit from IT investments.
- Optimize IT service delivery and availability as set forth in the ABHMS IT Strategy through effective management, configuration, and proactive monitoring and maintenance of systems.
- Develop, maintain, and test disaster recovery and business continuity approaches including system back-ups, configuration, and recovery.
- Build, foster and maintain a thought provoking and inclusive culture that ensures IT team performs optimally and deliver proven results.
- Negotiate, maintain, and optimize vendor relationships and contracts.
- Perform other relevant duties as assigned.

### **Required Education, Skills, Experience and Competencies**

- Deep appreciation for the mission, vision, values, and goals of ABHMS. The most successful ABHMS employee will understand the organization's mission and values and see how they may have a positive impact on advancing that mission. More importantly, they will be able to articulate that vision and the mission to others in both a clear and compelling manner.
- Bachelor's degree in relevant IT field required; Master's degree preferred
- 7+ years of experience in progressively responsible IT positions; preferably in non-profit environments.
- Experience leading cross-functional enterprise-level application and data analytic

- initiatives including CRM and ERP. Sales and/or fundraising experience a plus.
- Ability to influence and positively motivate others; proven success in effective negotiation and relationship-building.
  - Proven experience as a digital pathfinder and change agent.
  - Experience in IT financial management and budget forecasting, with a successful track record of direct responsibility in managing annual IT budgets.
  - Outstanding communication and interpersonal skills.
  - Comprehensive knowledge of information technology including hybrid cloud environments, virtualized computing systems, network operation systems, Office 365, cyber security, PCI, and information privacy and security.
  - Exemplary leadership skills with ability to both motivate employees and clearly communicate departmental and organizational goals.
  - Great listening skills as well as a high degree of professional and personal integrity.
  - Excellent communication skills including ability for clear and transparent communication with both internal and external constituents.
  - Exemplary analytical skills particularly the ability to utilize data to make better decisions and ability to communicate relevant findings effectively to others in the organization for overall impact.
  - Creative and critical thinker with consistency of output and able to plan strategically for success.
  - Highly organized, multi-tasker with strong project management and time management skills.
  - Proficiency with Microsoft Office software and Internet applications required.
  - Self-motivated with an ability to work collaboratively and in teams.
  - Strong professional ethics and sensitivity to confidentiality and accuracy in handling donor records.
  - Competent working in a large faith-based setting where cultural and gender diversity are greatly valued.
  - Ability to promote a positive and collaborative work environment to foster change and conflict resolution.
  - Demonstrable excellence in communicating with and presenting to diverse audiences (staff, vendors, board, partners, etc.).

ABHMS is a great company to work for and is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Our total rewards package includes excellent salary and a generous selection of benefits: comprehensive health insurance (medical, vision, Rx and dental), a generous amount of paid vacation and holidays and paid sick time, plus employer-provided funds into a fully vested 403b). The successful candidate will also receive relocation assistance if presently living outside of the local area.

ABHMS provides staff with the support needed to continue to develop knowledge, skills and abilities along their chosen career path consistent with ABHMS' missional priorities and objectives. We offer a safe, professional work environment located at the Leadership & Mission Building, 1075 1<sup>st</sup> Avenue in King of Prussia, PA.

We will begin reviewing applications **as early as May 20, 2021**. If interested, please send:

1. **A Cover Letter**
2. **Current Resumé**
3. **3-minute video (mp4) describing the power of technology to transform communities.**

You may send your materials to  
[Hrmatters@abhms.org](mailto:Hrmatters@abhms.org)