



**Job Title: Deputy Director of Information Technology**

**Location: Washington, DC**

**The organization you want to work for:**

Development Gateway (DG) is an international nonprofit social enterprise that increases the impact of international development activities through innovative, sustainable information management solutions and services. Creative IT is key to DG's comparative advantage. DG empowers people to accelerate change and transform their societies: [www.developmentgateway.org](http://www.developmentgateway.org).

We are a creative and dynamic group of people based throughout the globe. We value hard work, innovative thinking, and a good sense of humor.

Development Gateway offers a great benefits package, including employer-sponsored health, disability, and retirement plans. We offer a generous leave and telecommuting policy, educational assistance, and opportunities for professional development and career advancement.

**The location to brag about:**

Development Gateway is a part of the OpenGov Hub, located in the heart of DC, a short walk from the White House and a myriad of good lunch options. The Hub is home to a community of organizations focused on the open government agenda. This creative space allows for collaboration and innovation within and among the different groups; it also offers networking opportunities, brown-bag lunches, happy hours, and other activities.

**What you get to do:**

The Deputy Director of IT will assist the Director of IT in day-to-day activities, with an emphasis on researching new technologies, team management, and maintaining existing software.

- Support the IT Director in decision-making activities related to adopting new technologies and staffing teams
- Contribute ideas for DG's innovation and continual product improvement
- Research and compare technologies and services that might apply to project implementations
- Prototype systems that might be beneficial for project implementations
- Serve as technical reviewer for project proposals, along with the Director of IT
- Follow up on the technical work of project teams and inform the Director of IT and the Director of Operations of progress towards deliverables/tasks/milestones
- Analyze the needs of various teams to meet business objectives with IT systems
- Assist the Director of IT in establishing, planning, and administering the overall strategy, policies, and goals for the information technology systems, including – but not limited to – policies and procedures, vendor management, staff management, and hiring
- Document and visualize existing IT processes
- Perform maintenance programming for existing software implementations (PHP- or Java-based)

**The necessary education and experience:**

- Bachelor's Degree (Master's degree preferred) in Computer Science, Information Technology, or related discipline
- Minimum five years experience as software developer
- Experience working as a team leader or in a project management role
- Experience with database technologies and software deployment
- Excellent knowledge and understanding of Linux /UNIX and/or Windows environments

- Ability to establish and maintain positive working relationships with employees, coworkers, and leadership in a distributed workforce environment
- Ability to communicate technical concepts to non-technical audiences and business concepts to technical audiences
- Working experience with various technologies including data warehousing, cloud computing, mobile applications, etc.
- Excellent problem solving, negotiation, leadership, communication, and interpersonal skills

**Skills that will put you over the top:**

- Demonstrated aptitude for learning new technologies
- Strong commitment to personal excellence and high-quality coding standards
- A team player with a “can do” attitude when handling development requirements and project timelines
- Solution-focused and methodical; careful attention to detail
- Capable problem solver that follows rigorous logic to bring effective solutions to complex problems
- Familiarity with agile methodologies, test-driven development, and continuous integration

To apply, send a cover letter and resume to [jobs@developmentgateway.org](mailto:jobs@developmentgateway.org). Write “Deputy Director of Information Technology” in the subject line.