



**Job Title: Director of Information Technology**  
**Exempt Employee**

**Summary**

At Development Gateway technology is central to our core business. We are a leading provider of technology tools and advisory services for international development, working with governments, development agencies, foundations, and nonprofits in over 30 countries around the world. As such, we're looking for a talented and versatile techie with superb leadership skills.

The Director of Information Technology leads the strategic direction and oversees day-to-day management of DG's software products and platforms. This requires managing the organization's service offerings as a technology-based business, guiding the implementation of technology applications, planning for risk and growth, and managing the deployment of developers distributed across various geographical locations. The Director of Information Technology reports to the Chief Operating Officer and is a member of the Leadership team.

**Responsibilities**

*Leadership*

- Develops and communicates the organization's technology strategy to management, staff, partners, customers, and stakeholders;
- Leads IT team in evaluating and identifying appropriate technology platforms for the organization's external and internal services;
- Serves on leadership team, advising on and contributing to organization's strategic direction; oversees organization's IT budget, resources, and contracts;
- Leads and maintains an organization-wide information security plan that protects the confidentiality, integrity, and availability of the organization's data and servers;
- Identifies opportunities and risks for delivering the organization's technology-based services, including identification of competitive products and services, opportunities for innovation, and assessment of marketplace trends, opportunities, and obstacles relevant to DG's mission.

*Operational Management*

- Supervises the selection, set up, and maintenance of technology-based systems;
- Defines and oversees the organization's software development methodology and standard operating procedures;
- Reviews best practices for selected technology-based frameworks and establishes initial architecture for applications;
- Supervises software development process as needed, setting objectives and assessing progress;
- Oversees regular code reviews and specification conformance testing;
- Remains current on technology standards, industry trends, emerging technologies, and software development best practices;
- Communicates DG standards for acquiring and developing systems, equipment, and software within the organization;
- Supervises recruitment, hiring and training of IT staff and contractors;
- Set clear standards and expectations for IT team members; provides regular feedback and hold annual performance reviews;
- Ensures that the organization's internal technological processes and services comply with community expectations, laws, and regulations for privacy, security, and social responsibility;
- Contributes to software development, standardization of technologies, and evolution of best practices by collaborating with peers outside the organization, releasing code, presenting at conferences, and writing for publications (online or offline).

*Qualifications:*

- Minimum 5 years experience developing software and architecture design;
- Hands-on experience coding various technology application frameworks, eg: Java, PHP, Python or Node.js'
- Minimum of 5 years experience managing software teams and building software products;
- Experience with software development methodologies, eg: Scrum, Kanban;

- Experience contributing to open source projects;
- Expert knowledge of web and software standards;
- Experience with Linux system administration and web server configuration;
- Knowledge of software technology protocols and security standards, database management systems, and control systems;
- Bachelor's degree or equivalent work experience in the field of computer science, business administration, or another similar discipline; advanced degree preferred;
- Proven leadership ability, including excellent communication and interpersonal skills; ability to inspire a team;
- Proven experience working and collaborating in distributed, cross-cultural teams
- Ability to articulate ideas to both technical and non-technical audiences;
- Superior analytical, evaluative, and problem-solving abilities; ability to see the big picture and the details that make the difference; capable of seeing multiples approaches to solve a problem;
- Experience developing new business;
- International development experience a plus;
- Foreign language skills a plus;
- Ability to travel domestically and internationally up to 10% of the time.

To apply, please submit your cover letter and CV to [jobs@developmentgateway.org](mailto:jobs@developmentgateway.org), and put "Director of IT" in the heading. The deadline for application is **October 12, 2016**.