

IT Director

Position Summary:

Calvary Baptist Church and its associated ministries which includes a Preschool – 12th grade School, Plymouth Christian Academy, is currently seeking applicants for the position of I.T. Customer Services Director. We are looking for individuals which are looking to apply their I.T. professional skills in a focused ministry environment.

Job Responsibilities:

- Serves in parallel with our current Director of Network Architecture, Infrastructure and Security
- Oversees IT operations related to ministry staff and clientele.
- Designs and implements IT strategies from a ministry perspective.
- Analyzes ministry requirements for IT needs and systems.
- Works to increase user satisfaction.
- Evaluates IT operations relative to established goals.
- Communicates within IT team and across department as needed.
- Assesses need for new equipment and software.
- Prepares vision and progress documents for ministry leadership.
- Hires new members of IT staff.
- Builds and maintains relationships with outside vendors and other local ministries.
- Manages ministry help desk.
- Enables and provides environment where church and school staff can do ministry most effectively and free of IT distractions
- Interacts with staff and clientele in a manner that displays our commitment and love for Jesus
- Note based on qualifications this may be a part time or full-time position

Qualifications/Skills:

- Sound understanding of computer systems, networks, security, telecommunications, databases, and storage systems
- Strong interpersonal, communication and leadership skills
- Ability to manage and prioritize tasks and projects
- Excellent analytical and problem-solving skills
- Experience developing and delivering an overall integrated ministry IT Vision which enables ministry
- Team oriented

Education, Experience, and Licensing Requirements:

- Bachelor's degree in information technology, information systems, computer science or related field (graduate degree a plus)
- Minimum four years' experience working in IT operations
- Minimum three years' experience overseeing IT teams and projects
- Certifications and continuing education preferred