Job Title: Chief Technology Officer  
Department: IT Department  
Reports To: Chief Executive Officer  
FLSA Status: This is a fulltime (40 hours/week) Exempt position  

About Children’s Council:  
For over 40 years, Children’s Council has been at the heart of childcare in San Francisco. Our mission is to connect families to child care that meets their needs and to work with parents, providers, and community partners to make quality child care and early education a reality for all children in our city. We believe all families need access to quality, affordable child care. Parents need reliable child care so they can work, and children need nurturing care and early education to prepare them for school and for life. If you want to be a child care champion in our community, we want you on our team.

Position Summary:  
The Children’s Council of SF seeks a Chief Technology Officer to serve as a strategic business partner to the Executive and Senior Leadership Teams in overseeing and ensuring the effective and optimal functioning of the overall technology infrastructure of the organization. In this role, S/he/they will be responsible for enabling organizational innovation through technology and carrying out the technological strategy. In this role, s/he/they will work with the Chief Executive Officer (CEO) and Chief Financial Officer (CFO), and other executive team members to ensure the vision and information technology initiatives are implemented.

This role is responsible for providing IT support for both IT operations and for the growth of business lines in fundraising, advocacy, and program delivery. The CTO is also responsible for management and oversight of Children’s Council information technology environments including: infrastructure optimization, hardware and software procurement, capacity and disaster recovery planning, software licensing, network, security, and performance. The CTO will spearhead change efforts within Children’s Council in supporting program operations with leading edge technology.

The CTO leads a team of five skilled, experienced information technology professionals: Network and Systems Admin Managers, Data Strategist, IT Support Specialist, and Web Developer & Administrator.

Key Qualities:  
• Executive presence, strong communication and presentation skills  
• Brings a strategic lens to IT planning with a solid understanding of technology platforms & systems  
• Experience in systems integration and innovative solutions  
• Highly developed interpersonal style that operates well in a complex, diverse, and highly collaborative organization.

The CTO will have the following primary responsibilities:  
• Implements the vision set by the CEO in a way that will engage, align, and inspire CCSF staff and partners to utilize technology to further the mission.  
• Under the direction of the CEO s/he/they will carry out the technology/innovation strategy and implement the security/compliance systems.  
• Collaborate with Executive Team members to seek and acquire technology investment opportunities that are appropriate and aligned with the values and vision of CCSF.  
• Mentor and grow team members’ progress and maintain an environment focused on innovation, exceeding end user/customer expectations, and strategic development through collaboration  
• Leads strategic IT/MIS initiatives, projects, and organizational training.  
• Responsible for maintaining an IT/MIS infrastructure and systems architecture that allows CCSF and its subsidiaries to meet operational and innovation objectives.  
• Assesses, designs, and implements data management systems and infrastructure in order to support and meet the operational needs of administrative, programmatic, and service delivery in an efficient and cost-effective way.
• Directs the planning and implementation of enterprise IT/MIS systems in support of business operations in order to improve cost effectiveness and service quality.

• Develop and enforce company technology/MIS policies and procedures as a member of management for all CCSF employees.

• Responsible for ensuring the integrity, reliability and security of computer related services for CCSF and its IT clients by leveraging the latest technologies and services, technical leadership, and project management.

• Promote and oversee strategic relationships between internal IT resources and external entities, including government, vendors, and partner organizations.

• Oversee the configuration and performance standards for the CCSF network and technology infrastructure; track, analyze, and monitor technology performance metrics, implementing and monitoring controls to ensure maintenance.

• Oversees the procurement of contracts, software, and hardware needed for operations.

• Responsible for creating and maintaining Disaster Recovery Plan for CCSF IT environment, including its network, applications, systems, equipment, and data.

• Works collaboratively with the CCSF Board of Directors, staffing and providing support to the Board Technology Committee.

• Develop, manage, and report on the organization’s information technology budget – working in collaboration with Executive and Senior Leadership Team members to identify and coordinate program technology costs across departments.

• Assesses opportunities to consolidate, where appropriate, organization technology platforms to create more efficient, consolidated delivery systems across the organization.

**Required Qualifications:**

• Bachelor’s degree in Management or Computer Science, or equivalent discipline.

• 7 - 10 years of experience as a CTO (preferably in the nonprofit sector) in a mid-sized organization.

• Success and experience leading, mentoring, and coaching a mid-sized team of IT professionals.

• Experience in systems integration and integrated solutions as well as leading organizational, digital transformation, and innovation projects.

• Experience working in collaboration with and managing multiple vendors as part of solutions.

• Demonstrated experience in the assessment and implementation of effective data management systems.

• Demonstrated experience managing program and organization-wide technology (hardware, software, staffing, consulting, procurement, contractor, maintenance, etc.) and large budgets.

• Proficiency and experience working with more than one software development methodology.

• Knowledgeable about the current technology landscape and able to quickly assist with and drive technology selection and build vs buy vs integrate decision making process.

• Strong facilitation skills that draw out the most from executives, peers and team members.

• Drive acceptance and adoption of technology agendas with empathy and active listening skills.

• High degree of business acumen and technical competency; ability to balance and bridge technology and business needs.

A background clearance is required.

Click the link to apply: [https://childrenscouncilsf.bamboohr.com/jobs/view.php?id=28](https://childrenscouncilsf.bamboohr.com/jobs/view.php?id=28)

Children’s Council is an equal opportunity employer that values diversity as central to our work serving the San Francisco community. We encourage candidates from a wide range of backgrounds to apply. Individuals seeking employment at Children’s Council are considered without regards to race, color, religion, national origin, age, sex, marital status, ancestry, physical or mental disability, veteran status, gender identity, or sexual orientation.