



211 LA COUNTY

INFORMATION AND REFERRAL FEDERATION OF LOS ANGELES COUNTY
Serving Los Angeles County since 1981

Make a Difference in Your Community! Since 1981, 211 LA County has been a leader in the Information and Referral industry by providing access to comprehensive social services and disaster support for Los Angeles County residents, 24 hours a day, 7 days per week to over 28,000 health and human service programs.

POSITION:	TECHNICAL PROJECT MGR	REPORTS TO:	WORKS WITH CTO & COO
STATUS:	FULL TIME, EXEMPT	DEPARTMENT:	SOFTWARE/DEVELOPMENT
TO APPLY:	https://211la.bamboohr.com/jobs/view.php?id=21	DATE:	NOVEMBER 9, 2018
		DEADLINE:	UNTIL FILLED

POSITION SUMMARY:

As a 211 LA County **Technical Project Manager** you will be responsible for providing leadership and direction to the software development team; including owning the implementation of the technical roadmap for the agency. This is a unique role that offers a qualified candidate the opportunity to exercise a wide range of project, product, and engineering management skills while reporting directly to the Executive team. Your responsibilities will include technical decision making to ensure that development proceeds in accordance with the technical roadmap and high-level architectural goals for the agency. Working with technical and non-technical project managers to establish timelines, manage expectations, and communicate progress. Maintaining and evolving the software development process, with an eye towards improving quality and agility. Day-to-day leadership and direction for the software development team; engaging with team members to foster an inclusive and productive environment. Participating in planning for the growth of the team, including working with the CTO and COO to identify needs, recruit, and assist in training new hires.

POSITION ESSENTIAL FUNCTIONS INCLUDE BUT ARE NOT LIMITED TO:

- Provide leadership and direction to the Software Development Team and Client Services Team for the development, implementation, and maintenance of the software suite for the agency and clients.
- Direct and manage project planning; evaluate approach to the development of applications, 3rd party applications, and work with the Executive Team to determine the best course of action for implementing new features to the software.
- Work with the Chief Technology Officer to ensure the technical architecture meets the present and anticipated future needs of the agency.
- Work with the Operations Team to determine what technical needs are required to advance programs and deliver quality results.
- Work with the Client Services Manager to understand business requirements for internal and external clients licensing 211 LA County's software and translate that to a project plan with associated time lines for the software development team.
- Ensure the development team follows best practices for writing code, evaluating code, and the release cycle requirements.

- Incorporate the latest technologies and best practices in code and design and socialize these developments with team members and agency program managers to ensure software development stays ahead of the curve.
- Mentor, evaluate, and develop current team members.
- Perform staffing assessments for additional staff and/or consultants during the project cycle; manage project expectations with team members and other stakeholders.
- Develop and deliver progress reports, proposals, requirements documentation, and presentations; determine the frequency and content of the status reports from the project team.
- Proactively manage project scope changes, identify potential crisis, and devise contingency plans.
- Create and implement an on-boarding process for the new members of the software development team.
- Collaborate with the system administration team to maximize the efficiency of the network architecture to support the software suite of applications and follow security best practices.
- Perform other duties and assignments in accordance with establish Agency mission, goals, and values.

IDEAL CANDIDATE WILL HAVE:

- Outstanding written and verbal communication skills along with strong analytical skills.
- A robust experience from front-end web development (using HTML5, CCS3, JavaScript, and popular MVC frameworks) to middle tier/back end (using for example Apache/PHP, JavaEE, or Node.js, including interacting with SQL/NoSQL/Postgres SQL types of databases).
- Development experience in a lower level language (C/C++ or Java).
- User interface design experience and keen eye for aesthetics.
- Experience using template languages like Mustache and Handlebars.
- Solid understanding of the full web technology stacks (e.g. HTTP, cookies, asset loading / caching).
- Good grasp and understanding of Server---side development: Java, Ruby on Rails, Groovy+Grails, Python, or PHP.
- Experience starting web design projects in Photoshop and converting to XHTML/CSS/Js.
- Familiarity with RESTful and JSON data services APIs.
- Familiarity with the JavaScript visualization library.
- Experience utilizing Subversion, Github, Jira and Confluence.
- Experience with Apache Tomcat and SOLR index servers
- Ability to work independently and in group settings; collaborative team work.

PHYSICAL DEMANDS:

As a 211 LA County **Technical Project Manager** you will regularly be required to work at a desk, conference table and work at a computer for extended periods of time. You will be regularly required to use hands to finger, handle, or feel objects, tools, or controls. You will be frequently required to sit, reach with hands and arms, and talk or hear. You will be frequently required to walk and sit and occasionally required to stand. You will be regularly required to work in an indoor climate controlled environment with moderate noise levels. Specific vision abilities are required by this position to include close vision, color vision, peripheral vision and depth perception. You will be occasionally required to lift and/or move up to 50 pounds unassisted. You may be occasionally required to drive to locations to attend meetings.

REQUIRED EDUCATION AND/OR EXPERIENCE:

Bachelor's Degree from an accredited college or university with a major in Computer Science. At least 1 year of relevant work experience in delivering advanced multi-tier, distributed web applications with appealing and highly responsive user interfaces.

COMPENSATION RANGE:

Annual salary is commensurate with prior experience, education, and abilities.

EMPLOYEE BENEFITS:

- Full Medical, Dental, Vision and Chiropractic/Acupuncture Coverage.
- 401(k) Plan; with 4% Employer Contribution (After 1 Year of Employment).
- Employer Sponsored Basic Life Insurance.
- Voluntary Supplemental Life Insurance and Long Term Disability Insurance.
- Employee Assistance Program (EAP).
- Voluntary Pet Insurance (VPI).
- Voluntary Flexible Spending Account.

Veterans or Former Military Welcomed

211 LA County is an equal opportunity employer and complies with all applicable federal, state and local employment laws. 211 LA County strictly prohibits and does not tolerate discrimination because of race, color, religion, sex (including pregnancy), national origin, sexual orientation, gender identity or expression, age, disability, military status, or genetic information. This applies to all stages of employment, including, but not limited to, hiring, training, promotion, discipline, compensation, benefits and termination of employment.

211 LA County complies with the Americans with Disabilities Act (ADA), as amended by the ADA Amendments Act, and all applicable state or local law. Consistent with those requirements, 211 LA County will reasonably accommodate qualified individuals with a disability if such accommodation would allow the individual to perform the essential functions of the job, unless doing so would create an undue hardship. 211 LA County will also provide reasonable accommodations for an employee's sincerely held religious beliefs or practices, unless doing so will not create an undue hardship. 211 LA County prohibits, any form of discipline, reprisal, intimidation or retaliation for good faith reports or complaints of incidents of discrimination of any kind, pursuing any discrimination claim or cooperating in related investigations.