



EMPLOYMENT OPPORTUNITY
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Job Title	Director of Business Applications
Department	IT
Reports to	VP IT Solutions Delivery
Position Summary	<p>Oversees business application programs to ensure that design, development, implementation, system analysis, and support activities are carried out in accordance with established specifications, schedules, and budgets; manages relationships with SJHS department and ministry representatives, consultants and vendors; manages implementation and support of assigned technology solutions; coordinates interdepartmental functions in order to minimize delays in solution delivery; meets with team members and sponsoring departments on a regular basis to review program status and plan future actions.</p> <p>Through subordinate managers, responsible for the overall day to day operations and support of all business applications including, but not limited to PMM, PFS, Meditech, and associated enterprise applications.</p>
Essential Functions	<ul style="list-style-type: none"> • Consults with management and business process owners to analyze computer system needs for management information and functional operations, to determine scope and priorities of projects, and to manage system capacity and equipment/software acquisitions. • Recommends and develops plans for systems development and operations, hardware and software purchases, budget, and staffing. • Plans, assigns, and directs the activities of professional and technical employees or vendors involved in the design, development, and systems analysis functions required to optimize applications or install and implement software purchased from outside vendors. • Reviews and analyzes existing applications programs and programs in development to ensure efficiency and effectiveness of those programs; reviews requests for program changes required to meet needs of each of our ministries. • Maintains strategic partner relationships with SJHS business sponsors and users of supported or planned information systems • Responsible for coordinating all technical support and in charge of providing 24/7 support to all the business applications in accordance with established performance and service level standards • Plans and coordinates regular maintenance and upgrade activities with minimal adverse impact to user community as well as develops periodic and regular proactive optimization processes to maximize utilization of productive system functionality • Creates strategies for risk mitigation and contingency planning including developing, testing and maintaining a clinical applications disaster recovery plan.. • Prepares regular reports for management showing system performance, status of in flight projects, and relevant business performance measures . • Provides technical information required in the preparation of annual budget figures for the business applications including needs for hardware and software upgrades and required resources to ensure timely response to user needs.. • Defines requirements, deliverables, goals, milestones, resources and schedules for project/program implementation. • Recruits, trains, motivates, evaluates and manages utilization of staff during development, maintenance and support of technology solutions • Directs design and maintenance of technical and project documentation.

<p>Additional Responsibilities</p>	<ul style="list-style-type: none"> • Performs team assessments and evaluations. • Develop Requests for Proposals (RFP) for external services • Negotiates and contracts with consultants, technical personnel, and vendors for services and products • Travels as required to SJHS Ministries and vendor sponsored or networking/educational events • Follows IT Investment Process and contributes to or manages the SJHS ISFP Value Proposition development and status reporting as IT sponsor for selected initiatives
<p>Key Qualifications</p>	<ul style="list-style-type: none"> • Ability to communicate effectively and partner with senior level staff to determine business goals and objectives, and ways to partner in order to achieve those objectives. • Ability to plan, direct, and review the activities of technical and functional resources involved in the design, development, implementation, support and optimization of applications programs. • A working knowledge of or previous experience with business application software comparable to SJHS Enterprise business software packages • Working knowledge of Microsoft personal computer applications • Understanding of ministry and system level interdepartmental functions • Administrative and technical knowledge and willingness to be involved in frequent interaction with employees and customers and manage internal customer expectations • Originality and initiative • Ability to work under unusual or extreme pressures <p>Minimum Position Qualifications:</p> <p>Education: Masters degree or equivalent work experience</p> <p>Experience: 8+ Years of progressive experience in support and managing a major business application ; 3-5 Years management experience; budget responsibility; Strong leadership and interpersonal skills</p>

For consideration: Fax resume to (714) 347-7540 or e-mail to: SJHSHR@STJOE.ORG.