

Software Development Manager  
South Orange County Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=246338>

Downloaded On: Oct. 19, 2024 1:16pm

Posted Oct. 3, 2024, set to expire Feb. 2, 2025

**Job Title** Software Development Manager

**Department**

**Institution** South Orange County Community College District  
Mission Viejo, California

**Date Posted** Oct. 3, 2024

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Administration - Other

**Job Website** <https://www.schooljobs.com/careers/socccd/jobs/4680181/software-development-manager>

**Apply By Email**

**Job Description**

## Software Development Manager

**Salary:** \$140,484.00 - \$197,664.00 Annually

**Location:** District Services, CA

**Job Type:** DS - Management (Full-Time)

**Job Number:** 202400173

**Office, Division, or School:** DS - Information Technology and Security

**Opening Date:** 10/02/2024

**Closing Date:** 10/22/2024 11:59 PM Pacific

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**Application Instructions:**

- Complete all sections and fields on the application and attach all required documents – incomplete applications may not be considered.
- Include all relevant education, training, and/or experience on the application.
- Do not include any personally identifiable, confidential, or otherwise unrequested information that does not pertain to job related factors (e.g., social security number, date of birth, pictures, etc.) on your application or attached documents.
- For job postings with a close date, all applications received by 11:59 PM (Pacific Time) on the job posting close date, will receive consideration.
- For job postings with an initial screening date, all applications received by 11:59 PM (Pacific Time) on the job posting initial screening date, will receive priority consideration; however, typically the job posting will remain open, and continue to accept applications, until the position is filled.
- For job postings requiring professional references, include at least three (3) professional references from the following categories:

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1. Current department chair(s) (for faculty) or supervisor(s);
2. Previous department chair(s) (for faculty) or supervisor(s) (from within the past five (5) years);
3. Master's thesis or Doctoral Dissertation advisor or supervisor (for faculty);
4. Colleague(s) or co-worker(s) who can address professional competency and skills relevant to the position; and/or
5. Other professional references.

Please note, professional references are typically contacted when a candidate is selected for, or as a finalist for, a position.

## Description

*Specifications are intended to present a descriptive list of the range of duties performed by employees in the position. Specifications are not intended to reflect all duties performed within the job.*

### **SUMMARY DESCRIPTION**

The Software Development Manager is responsible for identifying, designing, creating, and overseeing the implementation of innovative technology solutions to improve user experience and operational reliability and efficiency across the District. This is a very senior technical position which requires a deep understanding of organizational goals, business processes, current software technologies, and solutions architectures.

### **SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from District IT Management staff.

### **REPRESENTATIVE DUTIES**

*The following duties are typical for this position. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below*

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*to address business needs and changing business practices.*

Participate in the evaluation of enterprise information systems and business system applications; participate in the vendor selection process; recommend integration technologies; coordinate the deployment, administration, and maintenance of Enterprise Applications.

Implement new systems, programs and software upgrades and functions, support business and technical requirements of software for users; resolve system and application configuration and performance problems.

Plan, develop, implement, and coordinate information systems projects to meet user needs; evaluate assigned projects: assess user needs and translate into information systems solutions; establish goals and objectives; assist with Request for Proposal (RFP) development and serve on project teams.

Identify opportunities for improving service delivery methods and procedures; review proposed solutions with the appropriate management staff and implement improvements; work with District staff to maintain, revise, or improve the overall information technology department's enterprise application environment (ERP, third party products, locally developed systems).

Evaluate industry technology standards and best practices for potential future use.

Research, monitor, and seek innovative opportunities, new methods, trends, capabilities, and products to bring innovative technology solutions to SOCCCD users.

Manage software development staff as assigned.

Perform other duties as assigned that support the overall objective of the position and the District's mission and philosophy.

Report to work on a regular and consistent basis, as scheduled, to assigned job.

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### **MINIMUM QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

### **EDUCATION AND EXPERIENCE GUIDELINES**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### **Education:**

Equivalent to a bachelor's degree from an accredited college or university with major course work in Computer Science, Computer Engineering, Software Engineering, Business, Information Technology, IT Management, Management Information Systems, or related field.

#### **Experience:**

6 years of experience in systems analysis, development, or software implementations within an Agile environment.

Commitment to equity and diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how these factors relate to the need for equity-minded practices within an educational environment.

### **DESIRABLE QUALIFICATIONS:**

Experience eliciting requirements, evaluating, selecting, and implementing various enterprise application technology solutions.

Experience reviewing application portfolios to ensure technology solutions are properly utilized and leveraged across the organization.

Project Management experience with technology solution implementations.

Experience in management of Information Technology technical staff.

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ERP (Ellucian, Oracle, Workday etc.) implementation, integration or modernization experience.

### **LICENSES, CERTIFICATES, AND/OR OTHER REQUIREMENTS:**

A valid California driver's license.

### **KNOWLEDGE OF:**

Principles and practices of system and software engineering including computer languages, common operating systems, multi-platform applications and software, relational database systems; network environments.

Methods and techniques of evaluating business needs and developing information systems solutions including functional requirements development and systems and procedures analysis.

Principles and practices of project development, administration, and management including project cost estimating, and RFP development.

Emerging technologies and software, cloud computing, and software as a service (SaaS) platforms.

Software Development Life Cycles (SDLC) within an Agile environment (Scrum and/or Kanban frameworks).

Software development management practices.

### **ABILITY TO:**

Research, propose, and plan innovative technology solutions.

Lead evaluation, design, analysis, selection, and implementation of enterprise-wide solutions.

Translate business and technical requirements into an architectural blueprint to achieve business objectives.

Propose solution recommendations and alternatives to satisfy user needs.

Collaborate with enterprise architecture, information security, applications, and infrastructure teams to produce optimal designs.

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Produce technical documentation of systems and architectures.

Ensure solutions are scalable and non-redundant.

Communicate with excellent verbal, written, and presentation skills.

Act as a collaborative liaison between IT and the other departments, schools, and offices.

Establish and maintain effective working relationships with those contacted in the course of work.

Provide technical leadership by guiding and mentoring classified staff on problem solving and best practices in technical areas.

Manage software developers and lead software development teams.

Manage multiple parallel high priority projects and tasks.

Identify new and emerging technologies and their potential impact to the district.

### **WORK ENVIRONMENT AND PHYSICAL DEMANDS**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

#### **Work Environment:**

Duties are performed primarily in an office environment at a desk or computer workstation. Incumbents are subject to frequent contact in person and on the telephone with administrative, management, supervisory, academic, and classified staff. Work may require travel to other offices or locations to attend conferences, meetings, or conduct work.

#### **Physical Demands:**

Typically must sit for long periods, use hands and fingers to operate a computer keyboard, remember key information, and concentrate for prolonged periods. Must see to read all printed materials, including fine print, computer screens, and electronic displays. Must hear and understand voices to conduct face-to-face and telephone conversations. Must speak in an understandable voice with sufficient volume to be heard within a normal conversational distance,

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on the telephone, and when addressing groups. Must be able to transport oneself to places necessary to perform job duties. May need to lift, carry, and/or move objects weighing up to 10 pounds.

## Supplemental Information

**District Management Team Salary Schedule - Range 16**

**Closes at 11:59 pm on October 22, 2024.**

**Required Documents: Resume and Cover Letter.**

**Applications missing the required document will not be considered.**

Work Schedule: **Monday - Friday (8:00 AM - 5:00 PM)** - Schedule and shift are subject to change in accordance with the department's needs.

**Hours Per Week: 40**

**Months: 12**

**Special COVID-19 Notice:**

Interviews may be held in-person (following all necessary precautions) or in a virtual format. Employees must reside in California while employed with the South Orange County Community College District (SOCCCD), even during offsite work.

The SOCCCD is committed to protecting the health and wellbeing of students, faculty, staff,



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managers, and the communities it serves. More information can be found on the SOCCCD website by visiting <https://www.socccd.edu/communications/covid-19-information>.

**Notice to all Candidates for Employment:**

The Immigration Reform and Control Act of 1986, Public Law 99-603, requires that employers obtain documentation from every new employee which authorizes that individual to accept employment in this country. The SOCCCD will not sponsor any visa applications.

**California Public Employees Retirement System and California State Teachers Retirement System:**

A California Pub

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

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