

First Bank of Highland Park

Date	1/21/2020	Requisition Number	2020 - 02
Position	Senior Vice President/IT Operations		
Department	IT Operations		
Reports To	Executive Vice President/Operations & IT		
Basic Function	Provide overall leadership of the Bank's Information Technology platforms. Works with EVP/Operations & IT to identify, develop and implement information technology, systems and processes that continuously improve the efficiency and effectiveness of our employees as well as the client experience for our customers. Responsible for the Bank's cybersecurity efforts. In addition, improves IT staff skills and capabilities in order to provide clear development pathways while minimizing the risk of IT succession events.		
Essential Duties	<ul style="list-style-type: none"> • Develop IT strategies based upon FBHP business strategies over the next 5 - 7 year horizon • Gain alignment with FBHP Board and executive team on IT strategies • Implement IT strategies on time and on budget • Implement ongoing IT key business support functions as outlined in the IT Succession Risk Assessment • Develop IT staff skills and capabilities to support the Bank across all key platforms • Implement necessary cross training to cover IT succession risks • Responsible for management of the Bank's key IT vendor relationships including, but not limited to, the IT Managed Service Provider, core banking system, CRM, and cybersecurity tools. • Negotiate contracts with Bank's key IT vendors • Develop business operations and technical skills of the Bank IT support team; create targeted IT skills assessment and development plans for each team member • Work to align IT platform support with non-IT host departments such as Marketing and Risk Management • Working with EVP/Operations & IT, communicate with the Board and other Bank leadership team members regarding the impact on key bank strategies and programs due to IT market changes, e.g. Cloud computing, Artificial Intelligence, Cyber Security, Identity Theft, etc. • Responsible for network and desktop service delivery • Prepare and guide monthly IT Steering agenda and prepare annual IT Strategic Plan • Maintain project planning schedule to strategically manage bank resources for steady and effective deployment of new tools, products and services • Continuously improve the IT teams project management skills • Create an IT project delivery dashboard outlining all major initiatives focused on schedule, milestones, risks and budget while considering concepts such as net present value and internal rate of return • Owner of the Business Continuity and Disaster Recovery plan and responsible for coordinating periodic testing of the plan • Responsible for creation and updating of internal policies and procedures owned by the IT teams <p>NONESSENTIAL DUTIES</p> <ul style="list-style-type: none"> • Other duties as assigned 		

Website Job Posting

Knowledge, Skills & Abilities	<ul style="list-style-type: none"> • Strong verbal & written communication skills including business/policy writing, editing and proofreading skills; experience presenting to Board/Executive Leadership • Extensive experience leading multiple important initiatives that meet goals and deadlines • Highly skilled in change management principles and best practices • Experience with setting strategic initiatives based on modern IT architecture • Highly skilled in negotiating vendor agreements and contracts • Detail oriented • Ability to multi-task • Ability to identify, research and resolve problems • Knowledge of general accounting practices • Knowledge of bank regulations • Ability to lead and supervise people
Training & Experience	<ul style="list-style-type: none"> • BS in Business, IT, or equivalent, MBA is a plus • 7 - 10 years banking experience, community banking experience a plus • 5+ years' experience in community banking IT operations supervising others • Fiserv application experience
<p><i>To Apply: Send email with attached resume to careers@firstbankhp.com. Please reference Job Code 2020 – 02.</i></p>	