



Information Technology Manager

Salary Range: \$133,817.58 - \$171,326.22 Annually



Apply by Tuesday, December 17th, 2024 for Priority Consideration.




San Bernardino Superior Court
(909) 521-3700 | careers@sb-court.org | <https://www.sb-court.org/>

Outstanding Career Opportunity

Are you a dynamic leader passionate about technology innovation and operational excellence? The Superior Court is seeking to hire multiple Information Technology Managers to oversee critical areas of our Court Technology department in the areas of: Infrastructure and Operations, Applications and Case Management, and Project Delivery and Administration. In one of these pivotal roles, you will lead a team of professionals, manage key technology initiatives, and ensure the security, efficiency, and reliability of our systems. Join us to shape the future of court technology, enhance service delivery and make a meaningful impact on the administration of justice.

The ideal candidate:



Demonstrates strategic thinking and a proven ability to lead teams, foster collaboration, and drive innovative solutions in infrastructure, applications, or project management.

Possesses in-depth knowledge and hands-on experience in their specialized area, including enterprise systems, application development, or project delivery, with a strong focus on operational efficiency and security.

Commits to enhancing service delivery and user experience while building strong relationships with internal teams, external partners, and stakeholders.

Key Responsibilities:



Plan, manage, and oversee the daily operations of one of the Court Technology divisions; infrastructure, application and case management systems, and system security, while ensuring compliance with organizational goals and priorities.



Develop and administer the division budget, determining staffing, equipment, and supplies funding needs. Ensure alignment with budgetary constraints and operational goals.



Select, train, evaluate, and motivate staff, providing training opportunities and addressing performance deficiencies to build a high-functioning team aligned with the Court's mission.



Lead technology projects by developing plans, setting priorities, and ensuring accountability. Oversee RFP processes, including preparing scopes of work, evaluating proposals, awarding contracts, and ensuring vendor compliance.



Maintain enterprise system standards, enforce IT security protocols, and recommend updates to security policies. Act as an escalation point for resolving complex technical issues while monitoring compliance with regulatory changes and implementing necessary updates.

Qualifications

Any combination of experience and education 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 coursework in computer science, management information technology, or a related field.
- Experience: Five (5) years of progressively responsible experience in a multi-platform information systems environment, including two (2) years of experience in supervision and management of major systems projects.

Area of Focus

Information Technology Manager

The court is seeking qualified candidates within the following functional areas of Information Technology (IT). All areas are responsible for lifecycle management, continuous improvement, risk management, and workforce development within each respective area.

Infrastructure and Operations – The Infrastructure and Operations team is responsible for all the underlying hardware and systems required to run court applications and systems. The scope of responsibility includes deploying, managing, supporting and securing the courts infrastructure systems including, networks, telecommunications, data center, servers, storage, back-ups, database, computers, peripherals, etc. Support Services is also a component of the Infrastructure and Operations team for technical support, service desk, and asset management.



Applications and Case Management – The Applications and Case Management team is part of the Business Solutions Division within IT and has responsibility over all core business systems, including the design, development, maintenance, and support of software applications, including the court's case management system (Tyler Odyssey). Case management support includes analyzing business processes, configuration, and enhancements.



Project Delivery and Administration – The Project Delivery and Administration team is part of the Business Solutions Division within IT and exists to ensure organizational alignment of court technology projects, project portfolio tracking and project management, resource planning, business relationship management, and other administrative functions within IT.



Successful candidates in this area will have extensive experience in managing enterprise projects and resources to ensure project success as well as maintaining positive customer and vendor relationships.

Compensation & Benefits

The San Bernardino Superior Court offers a bountiful and rewarding total compensation and benefits package that demonstrates our commitment to the well-being and professional growth of our employees. This comprehensive package includes:

- Comprehensive medical, dental, and vision plans designed to support you and your family's needs.
- Generous retirement benefits, deferred compensation plans, and competitive salaries that recognize your expertise and contributions.
- Ample paid vacation, holidays, and sick leave to recharge and spend quality time with loved ones.
- Ongoing training, development programs, and career advancement pathways to help you thrive in your role.

At the San Bernardino Superior Court, we strive to deliver not just a job but a rewarding career that values and invests in our employees every step of the way.

[View the
2024 Benefit
Guide](#)



The Organization

The San Bernardino Superior Court serves the largest geographic county in the contiguous United States, reaching south of the San Bernardino Mountains to the Nevada border and the Colorado River. It encompasses 24 cities and 104 unincorporated communities and has a population of over 2 million people.

The Court's Fiscal Year (FY) 2024-25 Budget is \$209 million and is supported by approximately 103 judicial officers and 1,200 employees who serve the needs of the court and community by providing judicial, operational, administrative, and clerical support in ensuring access to justice.

The Court is seeking experienced IT professionals to lead modernization efforts, create and execute strategic technology plans, strengthen IT practices, and pursue high-impact technology initiatives. This role will drive innovative solutions to advance the Court's mission and goals, ensuring equitable access to justice both now and in the future.



Application & Selection Process

How to Apply

- Interested candidates are requested to submit a comprehensive resume via the online application [HERE](#).
- Apply by Tuesday, December 17, 2024, for priority consideration.
- Candidates are strongly encouraged to apply early in the process as this position may close earlier once a sufficient pool of highly qualified applicants is received.



Selection Process

- This is a confidential recruitment, and it will be handled accordingly throughout the selection process.
- The most qualified candidates will be invited to a panel interview.
- References will be required when a mutual interest is established.
- Candidates should be prepared to undergo a detailed background and reference check as part of the final steps of a comprehensive evaluation and selection process.
- Questions or a specific request for a confidential discussion should be directed to **Crystal Alatorre, Human Resources Technician II, careersesb-court.org, or (909) 521-3077.**

