

Information Technology Manager, The Mission Continues

Industry: Nonprofit / Social Enterprise
City: St. Louis
State: MO

ABOUT THE ORGANIZATION:

The Mission Continues is the only national nonprofit organization challenging post-9/11 veterans to rebuild a sense of purpose through community service. Our mission is fueled by a deep belief that our veterans are assets.

In 2012, The Mission Continues will award 500 community service fellowships to post-9/11 veterans, empowering them to transform their own lives by serving others. The Mission Continues is a rapidly growing organization that has been recognized by the Draper Richards Kaplan Foundation, New Profit, and Manhattan Institute as one of the country's most socially innovative non-profit organizations.

As the organization grows, The Mission Continues is looking to add team members who can help the organization achieve the scale necessary to reshape the way the nation welcomes home our veterans. The organization is fully dedicated to the personal and professional development of every member of the team.

ABOUT THE POSITION:

The Mission Continues is seeking an Information Technology Manager to lead the organization's information technology efforts surrounded by automation and technological infrastructure expansion. The IT Manager will serve a pivotal function in enabling The Mission Continues to scale its efforts and improve the efficiency and ease-of-use for organizational operations. This position will be based out of St. Louis and will report to the Vice President of Finance and Operations.

Responsibilities include, but are not limited to:

- Lead and oversee the information technology vision for The Mission Continues, including the long-term strategic plans that allow for The Mission Continues to scale its programmatic, fundraising, and operational efforts
- Lead all Salesforce database administration and planning efforts, including user administration as well as long-term automation and system integration efforts
- Provide general office desktop and technical support (in St. Louis and in regional offices)
- Manage external contractors/consultants in technical projects
- Develop and manage organizational informational technology budgets
- Implement new systems and technologies that synchronize all functions and geographies; train staff to use new systems and technologies
- Provide email management for team
- Ensure optimal data integrity and security

CANDIDATE REQUIREMENTS

Candidates should possess the following characteristics:

- Bachelor's degree in computer science or a related field
- Minimum of 5 years of relevant experience
- "Systems Engineer" mentality; ability to understand organizational objectives and map IT needs and workflows to achieve desired objectives
- A true "self-starter"; demonstrated ability to take initiative and work independently in a fast-paced environment
- Strong interpersonal and written communication skills; able to communicate effectively and persuasively to a variety of internal and external constituencies (both technical and non-technical)
- Exceptional organizational skills and attention to detail; able to manage multiple projects and meet concurrent deadlines
- Outstanding team player; able to gain trust and respect of colleagues and actively empower them to achieve organizational objectives
- Experience leading projects with IT consultants and contractors
- Experience in implementing new technologies and systems and training staff with limited technical training
- Data management experience
- Ability to learn quickly, be flexible and take an optimistic approach to work
- Mature, professional demeanor
- Commitment to continued professional growth
- Commitment to the mission of empowering veterans to serve again here at home; close experience with veterans is a plus

The ideal candidate will possess the following technical skills:

- Expertise with database management and systems automation – Salesforce experience strongly desired
- Proficiency with LAN/WAN, Server management, and cloud computing
- Proficiency with Visual Force
- Proficiency with Apex programming language
- Proficiency with website development and HTML

COMPENSATION AND BENEFITS

Compensation is competitive and is commensurate with experience. The Mission Continues offers medical, dental, vision, and 401K benefits for full-time employees.

TO APPLY

To apply for this position, please send a letter of interest and resume to Paul Eisenstein at peisenstein@missioncontinues.org. Please include in your subject line the position name and location for which you are applying. For additional information about The Mission Continues please visit www.missioncontinues.org.