

ColumbusChamber

go>ahead

Director, Business Information Columbus Chamber, Ohio

Summary

The Columbus Chamber is a 2,500-member business organization that supports businesses in the eight-county Columbus Region.

The organization, in collaboration with Columbus2020!, a regional public-private partnership focused on economic development, has developed a new economic development strategy to attract, retain and expand businesses in the region. This new, cutting-edge strategy will position the Columbus Region as a leader in economic development.

The **Director, Business Information** is responsible for the oversight, design and development of information solutions in support of the Chamber's programs and existing business services as well as Columbus2020! business attraction initiatives. This director will apply expertise to the architecture, design, development, deployment and management of an integrated information system to organize, manage, report and analyze information. The director will provide subject and technology leadership, assume responsibility for strategic projects, and guide project teams.

The successful candidate will demonstrate a history in building information systems and processes, technical design and data analysis skills, strong communication collaboration.

Staff and Budget Oversight

- Develop and manage a budget to create and maintain a business information system
- Recruit and select staff to support business information activities
- Manage, train and motivate employees

Representative Duties and Responsibilities

- Define short-term business information roadmap and long term information handling strategy including storage, management, reporting, and analysis
- Systematically establish a common business information approach for each Chamber department and Columbus2020!

- Lead and provide hands-on design, development, training and implementation support for the Chamber's business information system
- Guide the architecture, design, availability, performance, and success of the information management environment
- Participate in reviews of all project efforts and ensure completeness of the information support component and documentation
- Partner with the project managers to define deliverables, work breakdown, level of effort estimates and delivery timeframes for all business information projects
- Develop guiding principles, integration criteria, and best practices for selection of business information tools selected for particular information needs
- Monitor new knowledge management products and technology and evaluate for use
- Provide leadership for future enhancements of business information solutions

Requirements

- A track record of building successful information systems
- Experience in building and managing staff and teams
- Strong technical design and data analysis skills, including the ability to analyze the target audience and present data and scenarios in a customer-oriented manner
- Strong collaboration, communication, and influence skills; interpersonal skills with the ability to develop and maintain constructive and cooperative working relationships with others
- Ability to translate major new directives into individual performance expectations to accomplish long-range goals and objectives
- Organizational and project management skills
- Written and verbal communication skills with the ability to convey information across all levels of an organization including external sources

- Ability to work creatively and analytically in a problem-solving environment
- Desire to make a difference in the Columbus region

Qualifications

- Minimum 4 years of professional experience in information services or information management
- Expertise on information systems that support business intelligence
- Selection, installation, and management of hardware and software solutions a plus
- Work within a business service industry a plus
- Minimum of 2 years of professional leadership experience in a program manager or functional manager role
- B.S. or MBA in information sciences, business, or planning with demonstrated strong organizational ability
- Working knowledge of Microsoft Share Point, Excel, Word, Outlook, and PowerPoint
- Certified Business Intelligence Professional (CBIP), Society of Competitive Intelligence Professionals (SCIP), or MCTS
Microsoft Certified Technology Specialist (MCTS) is a plus.

Compensation: Commensurate with experience

Apply: Submit qualifications to jobs@columbus.org by July 16, 2010.
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