Office of Public Safety Administration
City of Chicago

Deputy Director- Public Safety IT
Office of Public Safety Administration

This position will oversee information technology operations for the City of Chicago's public safety departments. They will work to streamline processes across the City of Chicago's public safety departments to create efficiencies and cost savings in the areas of application development, system support, and data management.

Essential Duties and Responsibilities:

1. Oversee technical functions for the Chicago Police Department, Chicago Fire Department, Office of Emergency Management & Communications, and Office of Public Safety Administration
2. Plans and directs the work of professional staff engaged in managing data networks and applications
3. Works with Public Safety Departments to get user feedback on existing and future applications
4. Directs the development and implementation of policies and procedures to ensure sound technology governance, change management and operational efficiency
5. Functions as departmental liaison on application-related issues for all Public Safety Departments
6. Oversees the administration of internal technology budgets for departmental operations and grant funded programs
7. Directs the support staff that coordinates the sustainment of current technology and the implementation of future technology.
8. Works closely with internal personnel and the Department of Procurement Services on related technology contracts
9. Reviews and approves purchase requisitions, ensuring accuracy, funding availability, and conformance with City procurement policies and procedures.
10. Develops scopes of work for bids and proposals and serves on evaluation committees for technology RFPs
11. Ensures that grant funded technology deployments are done in strict adherence to the grant requirements

Knowledge, Skills, Abilities and Other Work Requirements

Considerable knowledge of:
- Outstanding communication skills both orally and written
- Advanced knowledge of data applications and integration processes
- In depth knowledge of information technology principles, methods, practices, and procedures
- Experience with Public Safety technology

- Experience with management policies, methods, practices, and procedures
- Ability to build trust to information technology recommendations to executive leadership across all Public Safety Departments
- Applicable state, and local laws, regulations, and guidelines Knowledge of applicable City and department policies, procedures, rules, and regulations
- Knowledge of legal procedures and requirements as it relates to City of Chicago ordinance related to Public Safety and technology
- Criminal Justice Information Systems requirements and compliance
- Knowledge of NIBR and IUCR reporting

Moderate knowledge of:
- federal and state legislation for public safety entities and IT compliance and its impact on City ordinances
- applicable local laws, statutes, regulations, and guidelines

Skills

- ACTIVE LEARNING - Understand the implications of new information for both current and future problem-solving and decision-making
- ACTIVE LISTENING - Give full attention to what other people are saying, take time to understand the points being made, ask questions as appropriate, and not interrupt at inappropriate times
- CRITICAL THINKING - Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems
- COMPLEX PROBLEM SOLVING - Identify complex problems and review related information to develop and evaluate options and implement solutions
- COORDINATION WITH OTHERS - Adjust actions in relation to others' actions
- NEGOTIATION - Bring others together and trying to reconcile differences
- PERSUASION - Persuade others to change their minds or behavior
- SOCIAL PERCEPTIVENESS - Demonstrate awareness of others' reactions and understand why they react as they do
- JUDGEMENT AND DECISION MAKING - Consider the relative costs and benefits of potential actions to choose the most appropriate one

Abilities
- COMPREHEND ORAL INFORMATION - Listen to and understand information and ideas presented through spoken words and sentences
- SPEAK - Communicate information and ideas in speaking so others will understand
- COMPREHEND WRITTEN INFORMATION - Read and understand information and ideas presented in writing

- WRITE - Communicate information and ideas in writing so others will understand
- REASON TO SOLVE PROBLEMS - Apply general rules to specific problems to produce answers that make sense
- MAKE SENSE OF INFORMATION - Quickly make sense of, combine, and organize information into meaningful patterns
- REACH CONCLUSIONS - Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events)

Other Work Requirements
- PERSISTENCE - Persist in the face of obstacles on the job
- INITIATIVE - Demonstrate willingness to take on job challenges
- DEPENDABILITY - Demonstrate reliability, responsibility, and dependability and fulfill obligations
- ATTENTION TO DETAIL - Pay careful attention to detail and thoroughness in completing work tasks
- ANALYTICAL THINKING - Analyze information and using logic to address work or job issues and problems

Salary: $130,200.00 annually
Location: Public Safety Headquarters
Address: 3510 S. Michigan Avenue Chicago, IL 60653
Hours: 8:00am-4:00pm (Potential Call out for Emergencies)
Days Off: Saturday and Sunday
Interested applicants should send their resumes to dana.dedina@cityofchicago.org with subject line "Managing Deputy Director- Public Safety IT".