

POSITION DESCRIPTION

POSITION TITLE: Director, Information Technology

DEPARTMENT: INDYCAR

REPORTS TO: CFO

POSITION LOCATION: INDYCAR Administration Offices and various locations out-of-city and on the IMS grounds.

FLSA STATUS: Exempt

Overall Purpose:

Advises, innovates, and steers INDYCAR in the areas of strategy, policy, and implementation of Information Technology (hereafter "IT") that translates to 1) business and communication efficiencies and 2) improved experiences for INDYCAR staff and fans.

Specific Duties:

- Directs and manages IT projects and initiatives with service providers.
- Employs a dotted-line management style that advances, cultivates, and maintains productive, collaborative initiatives and relationships with internal staff, service providers, partners, and sponsors.
- Manages the production of Requests for Proposals. Identifies, shops, and recruits aligned service providers.
- Leads efforts to build strategic partnerships with tech-centric INDYCAR B2B partners, sponsors, and IT vendors.
- Augments support of executive-level technology solutions.
- Responsible for the makeup of the INDYCAR employee technology toolset. Ensure it meets the needs of users (i.e. business units, personnel).
- Maintains knowledge of current trends in the IT field.
- Enthusiasm for and commitment to the company and the Vision, Mission and Values.

RECOMMENDED SKILLS:

- Knowledge of information technology's strategies and tactics.
- Strong social and organizational skills.
- Superior analytical, problem-solving, and strategic planning skills.
- Superior ability to think carefully and innovatively and follow-through with solution implementation.
- Superior written and verbal communication skills, with the ability to communicate concepts and activities accurately, effectively, and in ways that are suited to INDYCAR's varied stakeholders.
- Ability to manage projects and budgets.
- Ability to establish priorities and manage associated details.
- Familiarity with INDYCAR's policies, personnel rules, and procedures.

QUALIFICATIONS:

Formal Education or Equivalent: Bachelor's degree preferably in the areas of information systems and/or computer science or an equivalent combination of education and experience.

Relevant Experience:

- At least seven years' experience of technology strategy implementation, IT governance, and IT resource management.
- At least three years' experience in organization, personnel and/or project management.

Ability to travel extensively throughout the event season.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Visual and auditory acuity for extensive use of various forms of technology.

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WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.