POSITION AVAILABLE

DIRECTOR of ENTERPRISE DATA MANAGEMENT

INFORMATION TECHNOLOGY DIVISION

THE AGENCY
The Department of City Planning (DCP) plans for the strategic growth and development of the City through ground-up planning with communities, the development of land use policies and zoning regulations applicable citywide and sharing its perspectives on growth and community needs with sister agencies in collaboration with the Office of Management and Budget (OMB).

DCP’s six strategic objectives include: (a) catalyze long-term neighborhood improvement through integrated planning and targeted accompanying public investments; (b) encourage housing production, affordability, and quality; (c) promote economic development and job growth; (d) enhance resiliency and sustainability of neighborhoods; (e) ensure integrity, timeliness and responsiveness in land use reviews; and, (f) supply objective data and expertise to a broad range of planning functions and stakeholders.

Central to its mission, DCP supports the City Planning Commission in its annual review of approximately 450 land use applications. The Department also works closely with OMB in developing the Ten-Year Capital Strategy, and helping administer the $1 billion Neighborhood Development Fund, geared toward ensuring that growing neighborhoods undergoing rezoning have accompanying infrastructure investments.

The New York City Department of City Planning is a great place to work – cultivating intellectual inspiration, professional development and creativity. Visit our website at www.nyc.gov/planning to access the full listing of job opportunities and to learn more about our great agency.
THE DIVISION
Information Technology Division (ITD) is responsible for supporting the agency’s technology footprint including technology infrastructure across five boroughs, as well as workflow applications and databases for analytics and decision making. The division is comprised of 50+ inter-disciplinary staff with specialties in desktop support, server engineering, telecom, application development, database maintenance, data processing, data visualization and mapping, amongst many others. The division provides technology support for agency staff across five boroughs.

ITD creates and maintains core citywide geographic databases – a foundation for many NYC technology systems. These databases are critical to city agencies especially in the area of planning, public safety, emergency dispatch, 311 and asset management. Examples of databases managed within City Planning and as listed in BYTES of the BIG APPLE™ are street network databases (LION & CSCL), administrative districts map, Property Address Database (PAD), land use database (PLUTO), selected facility database, Zoning Tax Lot database amongst many others.

THE ROLE
NYC Department of City Planning (DCP) seeks a strong and highly dynamic leader for the role of Director of the Enterprise Data Management unit. The Enterprise Data Management unit is a new unit in City Planning created to enable the seamless use of data as a strategic asset in support of the agency’s mission. Specifically, the unit’s mission is to provide secure high quality data with easy accessibility for planning purpose and citywide use. The Director will plan, coordinate, direct and evaluate Agency-wide data standards and practices; formulate, evaluate, and implement data policies and procedures; and align data systems activities and programs with the agency’s strategic plan. This will be accomplished by collaboration with multiple divisions and with related agencies to build consensus and pragmatic solutions.

Reporting to the agency’s Chief Information Officer (CIO), the Director’s primary areas of responsibility include, but are not limited to:

- Managing a team of geographers, data analyst and data developers
- Leading and overseeing a portfolio of data programs and projects
- Implementing and overseeing the agency’s data strategy, data governance policy, data management practice and data architecture
- Leading the consolidation and restructuring of existing data functions into the Enterprise Data Management unit
- Continuously inspecting and improving how the agency collects, manages, maintains and publishes data
- Managing the geographical research effort and the methodology for incorporating feedback into data products
- Identifying an appropriate maintenance strategy for data critical to planning functions
- Exploring available data and possibilities for new datasets
- Complying with executive order mandates as it relates to timely data updates and data quality (directly related to public safety critical systems) and Open Data
- Rolling out a data stewardship program across the agency
- Disseminating best practices to support consistent data development and management across the agency
- Creating awareness and education program on data and tools for informed decision making
• Heading up an internal agency-wide data working group and represent City Planning at various inter-agency data working groups
• Manage City Planning’s open data program
• Packaging data products for internal and external use
• Manage well-maintained agency-wide data catalog and its supporting system while making connections to planning activities
• Work collaboratively with ITD’s Geographic Systems management and staff to ensure that the data products needed for Geosupport are of high quality and available in a timely manner

MINIMUM REQUIREMENTS:
1. A master’s degree in computer science from an accredited college and three years of progressively more responsible, full-time, satisfactory experience using information technology in computer applications programming, systems programming, computer systems development, data telecommunications, database administration, planning of data/information processing, user services, or area networks at least 18 months of this experience must have been in an administrative, managerial or executive capacity in the areas of computer applications programming, systems programming, computer systems development, data telecommunications, data base administration, or planning of data processing or in the supervision of staff performing these duties; or
2. A baccalaureate degree from an accredited college and four years of experience as described in "1" above; or
3. A four-year high school diploma or its educational equivalent approved by a State's department of education or recognized accrediting organization and six years of experience as described in "1" above; or
4. A satisfactory combination of education and experience equivalent to "1", "2" or "3" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent approved by a State's department of education or recognized accrediting organization and must possess at least three years of experience as described in "1" above, including the 18 months of administrative, managerial, executive or supervisory experience as described in "1" above.

Qualification Requirements (continued)
NOTE: The following types of experience are not acceptable: superficial use of preprogrammed software without complex programming, design, implementation or management of the product; use of word processing packages; use of a hand held calculator; primarily the entering or updating of data in a system; the operation of data processing hardware or consoles.

PREFERRED SKILLS:
• Understanding of the City’s technical environment and experience working closely with NYC Data
• Knowledge of NYC GIS datasets including Street Centerline data/LION, Land use database /PLUTO, Property Address Database (PAD) etc.
• Knowledge of NYC’s enterprise location validation system - Geosupport
• Strong background using and producing GIS data sets
• Knowledge and expertise in enterprise data management, techniques and strategies
• Ability to present value proposition detailing pragmatic technology choices for data development and maintenance
• Familiar with plethora of data development platforms including commercial platform such as Esri’s ArcPy, Data Reviewer and Open Source (FOSS4G) tools such as GDAL/OGR, Python,
GeoPanda etc.
• 5+ years of experience leading data development, maintenance and architecture function
• 5+ years supervising a team of four or more people
• Proven ability to quickly earn the trust of peers and key stakeholders, mobilize and motivate teams, set direction and approach, resolve conflict, deliver tough messages with grace, and execute with limited information and ambiguity
• Strong customer service orientation
• Demonstrated leadership and personnel management skills
• Outstanding organizational communication, collaboration and team building skills and the ability to function in a matrix environment with collaborative decision making
• Demonstrated ability to problem-solve and resolve conflict
• Strong writing, electronic media, numerical, and presentation skills, including competency in Office software including email, word processing, spreadsheet, presentation
• Formal training or certification in urban planning and GIS is highly desirable but not required

CIVIL SERVICE TITLE: COMPUTER SYSTEMS MANAGER – M1
SALARY RANGE: $90,000 - $119,000, commensurate with experience; full NYC benefits package
APPLICATION DEADLINE: Until filled

TO APPLY: ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE NYC JOBS/ESS WEBSITE

City Employees – Click here and log in to ESS.
Non-City Employees – Go to https://a127-jobs.nyc.gov/
• Search for job ID number: 301007
• Click on the job business title: Director of Enterprise Data Management – Information Technology Division
• Click on “Apply Now” at the bottom of the posting
Please be advised only candidates under consideration will be contacted.

Appointments are subject to Office of Management and Budget (OMB) approval.

Authorization to work in the United States is required for this position.

Sponsorship is not available for this position.

THE DEPARTMENT OF CITY PLANNING IS AN EQUAL OPPORTUNITY EMPLOYER AND A COPY OF THE EQUAL OPPORTUNITY PROGRAMS IS AVAILABLE IN THE HUMAN CAPITAL DIVISION. THE DEPARTMENT MAKES AVAILABLE ACCOMMODATIONS FOR DISABLED APPLICANTS.