

The Winnipeg Civic Employees' Benefits Program (WCEBP) provides pension and long-term disability benefits to employees of the City of Winnipeg and eight other participating employers. The Program covers approximately 18,700 Members with assets under management of over \$6.5 billion. In addition, Program staff also administer the Winnipeg Police Pension Plan (WPPP) (approximately 2,800 Members and assets under management of about \$2.0 billion), and life insurance plans for both Civic and Police Members.

### The Opportunity

## DIRECTOR OF INFORMATION SYSTEMS

Reporting to the Chief Financial Officer (CFO), the Director of Information Systems is responsible for effective and efficient operations of the organization's information systems, including records management and data integrity. The Director is accountable for developing and maintaining WCEBP's hardware, user systems and internal applications while ensuring the security, accuracy and privacy of information for Members within WCEBP and WPPP. The Director will establish and enforce security protocols to safeguard privacy and confidentiality of data and protect against cybersecurity threats.

The Director of Information Systems will contribute to strategic initiatives and develop information technology plans to address WCEBP's current and forecasted operational needs. The Director will manage the overall portfolio of work and make decisions regarding the prioritization of projects and ongoing activities. The Director will lead the delivery of complex projects including digital modernization of core systems and will proactively pursue continuous process improvement and methodology to effectively solve complex business problems. The Director is also responsible for the procurement of corporate technology products or services as well as creation and implementation of Information Systems' policies.

The Director of Information Systems will provide mentorship and training to motivate a diverse team by fostering a culture of collaboration, accountability, and responsiveness. The Director will also develop, recommend and implement a technology risk management plan, monitor risk exposure, recommend mitigation strategies and oversee the implementation of proper controls and procedures to facilitate data integrity and compliance.

### Required Qualifications & Experience

- Bachelor of Computer Science or technology-focused degree; equivalent education and experience may be considered;
- Related information system training and certification in project management (PMP) and/or IT Service Management (ITIL) is preferred;
- Minimum ten years of progressive experience in mid-to-large computer operating environments, preferably in a senior information systems leadership capacity, managing complex technology environments and diverse teams;
- Thorough knowledge and experience with information system applications and technologies, including, but not limited to: OpenVMS, COBOL, Datatrieve, DCL, JavaScript, SQL;
- Experience in project management, along with the ability to undertake research and prepare communications/data;
- Experience in overseeing technology risk management, including developing, integrating and managing technology policies and procedures;
- Experience in financial management including budgeting, tracking and reporting on operational expenditures.
- Experience working with pension plans, insurance and accounting application systems development and support;
- Capacity to gain working knowledge of WCEBP Plan text within six months of employment;
- Willingness to participate in additional training and development as required and related to the position (i.e., CEBS, PPAC).

### Additional Attributes

- *Work experience demonstrating achievement of efficiencies and knowledge of modern information technology industry, trends, and applications and adoption of best practices;*
- *Demonstrated leadership skills with ability to handle all responsibilities with a high level of integrity, confidentiality, commitment and an exemplary standard of conduct and leadership;*
- *Strong organizational skills with the ability to balance fast-paced environment with multiple priorities and competing demands by having the ability to be flexible and responsive to changing priorities and circumstances as well as the ability to work on various projects simultaneously;*
- *Independent self-starter with strong business acumen, problem solving capabilities and the ability to exercise sound decision making;*
- *Strong interpersonal skills with the demonstrated ability to establish and maintain working relationships and effectively communicate orally and in writing with a wide range of people in varying circumstances, including senior management, internal cross-functional teams and external professionals in the information systems field;*
- *Demonstrated ability to train, develop, mentor and manage staff effectively;*
- *Demonstrated ability to interpret related legislation and pension plan text in order to modify and update information systems accordingly in a timely fashion.*

### How to Apply

Candidates are encouraged to submit their résumé with cover letter, directly or via e-mail, to:  
Manager of Human Resources & Privacy Officer  
The Winnipeg Civic Employees' Benefits Program  
5th Floor, 317 Donald Street  
Winnipeg MB R3B 2H6  
carriepotts@winnipeg.ca

This posting will remain open until filled.

Additional information about *The Winnipeg Civic Employees' Benefits Program* can be found on our website at [WCEBP.ca](http://WCEBP.ca)

WCEBP is committed to employment equity and welcomes diversity in the workplace.