



## Chief Information Officer

New Meridian Corporation, located in Austin, TX seeks outstanding candidates to fill a position as Chief Information Officer. The Chief Information Officer reports to the CEO and is a key member of the Executive Team.

### Who we are:

New Meridian is an assessment design and development partner that helps states prepare today's students for the challenges of tomorrow. We do that by providing technical expertise and the highest quality, research-validated test content that is uniquely focused on critical thinking, reasoning, and communication skills — the capabilities students will need to thrive in the future.

New Meridian is a 501(c)(3) nonprofit organization located in Austin, Texas. While only three years old, we have multiyear contracts with 10 states and agencies. With our clients, we are pioneering a new way for states to co-develop and share high-quality assessment content that results in states developing higher-quality testing programs more cost effectively.

We are financed primarily through program revenues, with additional targeted support from philanthropic organizations committed to deeper learning and high-quality assessments.

### Our ideal candidate:

We are looking for a strong leader who understands the strategic role technology plays in helping the organization achieve its mission. Secure, effective management of data and analytics is a critical foundation for New Meridian's core work, whether that be understanding how students perform on our assessments or evaluating the efficiency with which we're managing a state contract. You will have experience building out a data and analytics infrastructure from the ground up, working across the organization to define business-critical information needs, architecting the data and IT systems for managing data across the organization, integrating systems and applications, and addressing data security requirements.

Our ideal candidate has the following traits:

- An ability to get things done: You are results-driven, resourceful, action oriented, and persistent. You consistently look ahead and anticipate needs before they arise. You are capable of being strategic and willing to be tactical.
- Analytical: You have strong analytical skills and are comfortable reviewing quantitative data to inform your understanding of the market and customer needs and issues.
- Creative mindset: You can quickly adapt and develop creative solutions to challenges. You deeply understand organizational strategies and can synthesize information to recommend a plan of action.
- Emotional intelligence: You are highly self-aware and perceptive to the dynamics of key relationships. You are positive, empathetic, flexible, and curious. You naturally gain the respect of your colleagues through your authenticity, warmth, and competence. You are humble.
- Trustworthy: You are highly ethical, principled, and mission driven. You operate with discretion and integrity and garner the trust of others. You are kind.

## Expected Duties and Responsibilities

### *Executive leadership*

- Participate as a key member of the Executive Team, helping lead the organization to be true to its mission, to execute on its plans, achieve its goals, and develop a strong organizational culture with engaged high-performing employees who positively impact our clients and their students and families.
- Be a critical force in strategic analysis and financial forecasting to shape informed decisions and create accurate and enlightened multi-year operational and strategic plans. Collaborate across departments to gain buy-in and to support achievement of objectives. Be involved in all phases of execution and maintenance of technology plan.
- Communicate the organization's approach to data and information management to clients, funders, and the Board to address questions regarding return on investment and security and use of data.

### *Business analytics and information management responsibilities*

- Strategic planning: Develop and manage to a Strategic Technology Plan that identifies business information and analytics needs; architects data structures and flows across data sources, warehouses, cubes, and reporting layers; identifies and integrates necessary IT infrastructure and tools to support the data architecture; and lays out accurate timelines, resources, and budget requirements.
- Talent development: Hire, develop, and retain a very small team of high-performing information management and IT professionals. Engage high-caliber consultants and suppliers. Motivate teams and manage multiple, complex cross-functional projects while participating with hands-on engagement in the technical work.
- Production systems: Synthesize a diverse network of vendor and internal systems related to content and test development enabling connectivity/interfaces/interoperability needed to support existing contracts and future product innovations.
- CRM: Lead the selection, design, and implementation of a customer relationship management platform to enable project-based accounting and accurate data exchange with existing third-party ERP systems. Design should strengthen operational processes as well as provide mature business reporting to inform decision making. System design must enhance and enable project costing, accounting and financial reporting, contract management, proposal management, service obligations, software entitlements, and sales and marketing activity.
- Technical literacy: Train and collaborate with internal and external teams to ensure compliance with protocols and reporting requirements and strength of internal controls. Develop means to increase technical literacy across departments.
- Data security: Safeguard data, including PII, both in transit and in storage by system selection, protocol creation, training, and monitoring. Being a responsible data steward is critical to our success.

### Requirements and Experience

- Master's Degree in MIS, CIS, IT or related field. MBA a plus.

- Five to ten years' experience in a senior level technology position, with a deep knowledge of business operations. Expertise in aligning and leveraging technology for the advantage of the enterprise.
- Certifications such as Certified Information Security Professional (CISP) or Certified Risk and Information Systems Control (CRISC) or Project Management Institute (PMI) are a plus.
- Understanding of relational CRM and ERP databases such as Salesforce, NetSuite, or Oracle.
- Programming skills (JavaScript, SQL, HTML) preferred.
- EdTech experience preferred.
- Required location for this position is Austin, TX.

New Meridian Corporation is an equal opportunity employer and encourages individuals of all backgrounds and identities to apply. We are excited to receive applications from persons in occupations or positions where they are under-represented, particularly from individuals connected to underserved communities. We feel we are strengthened by diverse perspectives.