

# NEW 42

**POSITION:** Director of Information Technology

**DEPARTMENT:** IT

## **OVERVIEW:**

The New 42<sup>nd</sup> Street, a non-profit cultural organization in midtown Manhattan, seeks a Director of Information Technology who will be responsible for providing technical solutions to meet the evolving needs of the organization. The Director of IT will lead the organization in researching and developing new technical initiatives, streamlining, automating and simplifying processes, facilitating their implementation, educating staff to effectively use the technology, and continuing to support and enhance these systems.

This is both a strategic and hands-on position that requires an understanding of a variety of technologies, as well as an ability and willingness to learn new ones.

## **Responsibilities include:**

- Creating and managing an annual IT budget
- Coordinating software and hardware upgrades with departmental staff
- Managing a wide range of software projects, large and small, to enhance and support the use of all company- wide systems, such as public cloud environments, CRM applications, G-Suite applications, VOIP phone systems, Network Devices, and Security Devices

## **Qualifications include:**

- Bachelor's degree with 10 years of IT experience minimum, along with 3 years of managerial experience. Masters degree highly preferred.

- Experience in creating and maintaining a Payment Card Industry Data Security Standard (PCI DSS) compliant environment, ability to document and maintain the audit documentation life cycle.
- Experience administering any SIEM environments, ingesting and monitoring the network, and computer logs.
- Experience administering Microsoft Windows Server Administration, Microsoft Azure Active Directory Services, Microsoft Azure Administration, and Microsoft Office 365 products.
- Experience working with Amazon Web Services, Microsoft Azure, and/or other IaaS providers.
- Experience managing, maintaining, and administering the Palo Alto Networks Next-Generation Firewalls.
- Experience in ticketing and/or fundraising software in the Arts and Cultural Services industry preferred.

The ideal candidate will demonstrate strong organizational, communication, and problem-solving skills, and the ability to thrive in a creative and fast-paced environment dedicated to the arts.

The New 42<sup>nd</sup> Street Inc, comprised of 200 plus employees, operates the 499-seat New Victory Theater (New York's first theater for kids and families) on 42<sup>nd</sup> Street in Manhattan and The New 42<sup>nd</sup> Street Studios (with a 199-seat theater and 14 rehearsal studios for dance & theater).

New 42 is an Equal Opportunity Employer and prohibits discrimination and harassment of any kind: New 42 is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetic information, predisposition or carrier status, disability, age, military or veteran status, or any other status protected by applicable law.

For immediate consideration, please e-mail your cover letter and resume to [careers@new42.org](mailto:careers@new42.org). Please indicate, "**Director of Information Technology**," in the subject line.