Division of Administration
Information Technology Bureau—Capital Region
Chief Information Officer
Reference No. DOA/ITB_CR_CIO_6200

The New York State Office of the Attorney General is seeking a qualified and experienced manager and technology communicator to serve as Chief Information Officer (CIO). The CIO is responsible for the strategic planning, implementation, and maintenance of all enterprise-wide information technology activities. The CIO will guarantee the quality of mission critical services while seeking opportunities for innovation in the spirit of continuous improvement to further support the OAG’s mission. Candidates must have diverse leadership and management experience in multiple large, cross-functional teams or projects responsible for evolving IT service delivery for internal and external customers; the ability to communicate ideas big and small with both employees and executives; and a demonstrated commitment to a change management process that values employee and customer engagement. The CIO reports to the Chief Operating Officer (COO) and briefs the COO, the Attorney General, and other executive staff on IT strategy, administrative and technical operations, initiatives and innovations, and other daily activities impacting the OAG’s mission. This position is based in New York’s Capital Region and requires regular travel to the OAG’s main office located in Lower Manhattan.

The OAG is recognized as a national leader in civil rights, investor protection, labor rights, personal privacy, public safety, and criminal law enforcement. Under the CIO’s leadership, the Information Technology Bureau has the unique responsibility of supporting the OAG as the People’s Lawyer in its many and varied initiatives, multiple locations, and numerous platforms. The OAG is responsible for defending the State in litigation, engages in affirmative civil and criminal investigations and litigation, and serves as the chief guardian of the legal rights of the citizens of New York, its businesses, and its natural resources. The Division of Administration, the CIO, and the Information Technology Bureau proudly play a role in the daily support of this mission.

MAJOR RESPONSIBILITIES

• Manages an annual operating budget of over $15 million with an additional $10 million capital budget. The Information Technology Bureau consists of over 100+ professional staff divided between upstate and downstate regions and supports approximately 1,800 employees spread across 20+ sites, as well as independent contractors, systems integrators, and consultants.

• Oversees the various IT sections (e.g., Innovation and Program Management, Network Operations, Application Development, Client Services, and Practice Technologies) to ensure proper coordination of activities related to mission critical daily operations as well as new initiatives.

• Develops and maintains the IT Strategic Plan through thoughtful collaboration with stakeholders. Provides insight and technical expertise in the design, development, and implementation of new technologies and IT services in accordance with the objectives of the IT Strategic Plan.

• Ensures adoption and adherence to industry best practices and methodologies related to areas such as software development life cycle, service management, change management, and digital records management.

• Works with the Chief Information Security Officer and business teams to ensure adequate IT Risk Management across the enterprise appropriate for a high-profile law enforcement agency. Oversees the development and maintenance of IT security, business continuity and disaster recovery plans as well as agency-wide IT policies and protocols.

• Implements effective agency-wide governance and portfolio management. Assists in advocating, promoting and/or mediating the agency’s various IT priorities where there are conflicting demands, needs, interests, etc. among the various agency division heads.
• Partners with all internal IT stakeholders, including executive leadership, division heads and bureau chiefs, criminal/investigatory teams, and the Medicaid Fraud Control Unit. Effectively communicates and provides transparency of IT initiatives and business value outcomes.

• Demonstrates a commitment to diversity, equity and inclusion through coaching, feedback, and action. Seeks ideas and feedback from others. Builds and promotes teams that value collaboration, effective communication, and acknowledge contributions from a diverse spectrum of staff.

• Measures and reports on operational performance and service delivery quality. Continuously improves in relation to industry benchmarks and best practices.

• Plays a leadership role within the organization and represents the office at various external and industry initiatives.

QUALIFICATION AND REQUIREMENTS

• A bachelor’s or master’s degree in Computer Science, Information Systems, Business Administration or a related field, or equivalent work experience, and at least seven (7) years of progressively responsible management experience.

• Excellent management and communication skills with substantive and proven experience leading a customer-focused IT operation in an organization of comparable size and complexity to the OAG.

• Experience leading bimodal organizations that ensure mission critical operational continuity is maintained, while developing innovative new approaches in government, law enforcement and/or legal services is preferred.

• Excellent problem-solving, project management, strategic planning, and crisis management skills.

• Experience with the government procurement process, vendor management, and budget planning is required.

• Prior relevant experience in law enforcement or adjacent/related agencies is a plus.

The annual salary for this position is $159,250–$181,056. The final salary will be determined after a complete evaluation of the selected candidate’s qualifications. We offer a comprehensive New York State benefits package, including paid leave, health, dental, vision and retirement benefits, and family-friendly policies. As an employee of the OAG, you will join a team of dedicated individuals who work to serve the people of our State.

Per Office of the Attorney General policy, confirmation of full vaccination status is a condition of employment for this position. If you are not fully vaccinated, you will be required to provide negative COVID-19 test results at a frequency determined by the agency. The agency will consider religious and reasonable accommodations. For more information, please contact recruitment@ag.ny.gov.

Candidates from diverse backgrounds are encouraged to apply. The OAG is an equal opportunity employer and is committed to workplace diversity.

HOW TO APPLY

Applications are being received via email. To apply, please submit your complete application, including each of the items identified below, to recruitment@ag.ny.gov. Please be advised that applications will be accepted on a rolling basis until the position is filled. Applicants must indicate both the position title and reference code (Chief Information Officer, DOA/ITB_CR_CIO_6200) in their cover letter and email subject line.

Applicants must be prepared to submit a complete application consisting of the following:

• Cover Letter
  – You may address to Legal Recruitment.
  – Indicate why you are interested in this position and what makes you the best candidate.
  – Indicate both the position title and reference code (Chief Information Officer, DOA/ITB_CR_CIO_6200).
• **Resume**
• **List of three (3) references**
  – Only submit professional references, supervisory references are preferred.
  – Indicate the nature and duration of your relationship to each reference.
  – Include contact information and email addresses for each reference.
  – Please note, your references will not be contacted until after you interview for the position.

If you have questions regarding a position with the OAG and the application process or you need assistance with submitting your application, please contact Legal Recruitment via email at recruitment@ag.ny.gov or phone at 212-416-8080.

For more information about the OAG, please visit our website: [ag.ny.gov](http://ag.ny.gov)