

Position Descriptions and Resumes

Position Description: Director, Information Sharing Programs

Summary: Under the direction of the SEARCH Executive Director, the Director, Information Sharing Programs, is responsible for a multifaceted program of information technology services for the nation's justice, public safety and homeland security community. The Director manages programs in technical assistance, training, conference and workshop development. The Director also supervises the activities of several SEARCH technical assistance providers and administrative staff. The Director manages contractors who provide technical assistance consulting services as well as software and systems development.

Duties and Responsibilities:

- Directs and manages staff and project activities for the Information Sharing Program of SEARCH, in collaboration with other Information Sharing Program Directors and under the direction of the Executive Director.
- Sets policy and direction for technical assistance, consulting, conference and workshop offerings.
- Plans, coordinates and implements activities in specific grants and contracts, including developing and scheduling deliverable deadlines, allocation of resources and subcontracts for assistance.
- Coordinates with SEARCH executive staff in setting program goals and objectives and for ensuring that program goals and objectives are met.
- Keeps the Executive Director informed of Information Sharing Program projects, progress, funding/revenue, and activities.
- Serves as a liaison with the U.S. Department of Justice, related agencies and other federal agencies, on Information Sharing Program issues.
- Keeps customers and funders informed of progress on projects.
- Prepares program plans, budget, bids, and grant applications and associated progress reports.
- In consultation with SEARCH technologists, other Directors, and the Executive Director, develops and oversees the implementation of architectures for information sharing; ensures that technologists adhere to architectural standards and vision when implementing information exchanges and related tools for clients

- Develops and implements a vision for the Information Sharing Program, including identifying new funding sources, innovative practices, and new program activities.
- Recruits, hires, trains, supervises and evaluates program staff.
- Engages contractors where necessary to complete Information Sharing Program projects and deliverables; includes conducting competitive procurements, developing contracts, supervising contractors, and developing relationships with contractors that can assist SEARCH when needed.
- Provides technical assistance, education and training to criminal justice agencies on automated information systems planning, implementation and integration via telephone, Internet e-mail, workshops and on-site visits.
- Prepares, reviews and edits comprehensive reports of technical assistance to criminal justice agencies.
- Prepares, reviews and edits project documentation and correspondence related to projects and activities.
- Coordinates, plans and directs symposia, conferences and workshops.
- Prepares and edits a variety of documents for publication by the U.S. Department of Justice.
- Makes presentations at conferences, training seminars and workshops, as well as at other industry-related events.
- Provides support to the SEARCH Membership Group.
- Participates actively in the SEARCH Management Team.
- Other duties as assigned by the Executive Director.

Supervisory Responsibilities: Directs and manages staff and project activities for the Information Sharing Program of SEARCH. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

Required Education & Experience: Bachelor's degree in criminal justice, political science, economics, business, or information technology preferred.

At least five years of increasingly responsible experience in the management and administration of information technology, criminal justice system operations or justice system research and development.

A demonstrated high degree of knowledge of public sector information technology, new and emerging technologies and modern executive management principles, techniques and methods.

Demonstrated experience working with stakeholders at all levels of government and with technologists and implementers who work in information sharing programs and projects.

Experience facilitating diverse and disparate parties to identify and build consensus towards common goals.

Comprehensive knowledge of justice agency (law enforcement, prosecutor, public defender, courts, corrections/jail, probation, parole, and other related agencies) and justice enterprise system operations.

In-depth knowledge and application of strategic planning, systems development and implementation processes; ability to provide effective technical assistance.

Knowledge and ability in developing and delivering effective programs of education and training.

Knowledge of and experience implementing the standards and guidelines developed by the Global Justice Information Sharing Initiative, such as the Global Justice Reference Architecture (GRA) and Global Federated Identity and Privilege Management (GFIPM) Initiative, are strongly preferred. Experience implementing, or overseeing the implementation of, integrated information systems using open source software is preferred. Experience with inter-agency integration projects in the public sector strongly preferred.

Experience leading information technology and/or software development projects using an agile/lean methodology.

Experience creating business process models in industry-standard notation, such as Business Process Modeling Notation (BPMN), and experience working in the Eclipse software development environment, are preferred. Certification in the SEARCH Justice Information Exchange Modeling (JIEM) tool is preferred.

Position Description: Information Sharing Architecture Specialist

Summary: Under the direction of the Director of Information Sharing Programs, the Information Sharing Architecture Specialist is responsible for planning, developing, implementing, and deploying information sharing systems on behalf of SEARCH clients in local, state, tribal, and Federal government settings. The duties of this position cover all aspects of development and implementation activities, including programming and configuration, as well as consulting on implementation architecture and design with clients.

Essential Duties and Responsibilities:

- Develops and documents information sharing architectures that leverage industry and national justice community standards appropriately.
- Manages projects that seek to implement information sharing systems, employing industry best practices of technology project management (especially agile software development methodologies).
- Designs and develops Information Exchange Package Documentation (IEPD) that conforms to all appropriate guidance of the National Information Exchange Model (NIEM).
- Designs and develops specifications for web services that leverage NIEM-conformant information models.
- Conducts experiments and proof-of-concept projects to demonstrate or validate potential new tools and technologies for justice information sharing.
- Performs all programming, configuration, and testing necessary to implement production-quality information sharing systems for clients; employs best practices of software development (such as continuous integration and automated testing) in developing such systems.
- Designs and develops solutions for federated identity management and authorization/policy enforcement, leveraging industry standards such as Security Assertion Markup Language (SAML) and Extensible Access Control Markup Language (XACML).
- Provides clients with technical assistance on NIEM IEPDs and web service specifications, including critical design and implementation review.
- Evaluates and participates in the development of relevant standards and tools used to develop information sharing solutions, including national and industry bodies.

- Maintains a current and thorough understanding of industry standards and commonly available tools and technologies relevant to enterprise system integration and information sharing; includes such standards, tools, and technologies in architectures, designs, and advice provided to clients.
- Maintains a current and thorough understanding of open source, collaborative models of software development; includes open source system integration tools and technologies in architectures and designs, where appropriate.
- Participates in, and makes meaningful contributions to, national justice community standards bodies and workgroups.
- Writes technical briefs, how-to guides, and other documents that demonstrate thought leadership and provide technical guidance to implementers of information sharing systems.
- Performs such other duties as assigned, not inconsistent with this position.

Required Education & Experience: Bachelor's degree in computer science, management of information systems, information technology, and/or related field with considerable and recent experience in enterprise systems integration architecture and implementation. Graduate degree or comparable experience desirable.

Experience implementing web services on the Java 2 platform. Experience implementing WS-I conformant services. Experience with WS-ReliableMessaging, WS-Security, WS-Trust, and WS-Addressing strongly preferred. Object-oriented design and programming skills, and expertise with the Java 2 platform is required. Experience with additional programming languages is preferred.

Experience developing technical solution architectures for enterprise system integration and information sharing. Experience as an architect working with development teams to employ architecture on individual projects. Experience with enterprise integration patterns and design patterns.

Experience with one or more enterprise system integration platforms with a preference for open source tools and technologies.

Experience with

- Apache Camel
- Apache CXF
- Apache ServiceMix
- Jenkins, Hudson or other similar Continuous Integration tool
- Apache Maven
- WSS4J

Experience designing and developing Web Service Description Language (WSDL) documents and XML Schemas. Experience using tools on the Java 2 platform for generating code from WSDL and XML Schema. Experience creating NIEM IEPDs (or working with other standard vocabularies) strongly preferred.

Knowledge of and experience implementing the standards and guidelines developed by the Global Justice Information Sharing Initiative, such as the Global Justice Reference Architecture (GRA) and Global Federated Identity and Privilege Management (GFIPM) Initiative, are strongly preferred.

Experience with Extreme Programming practices, especially continuous integration and automated testing. Experience and comfort working in a dynamic, fast-paced, agile software development methodology.

Experience creating business process models in industry-standard notation, such as Business Process Modeling Notation (BPMN). Experience working in the Eclipse software development environment. Certification in the SEARCH Justice Information Exchange Modeling (JIEM) tool is preferred.

Experience in the configuration and use of source control management systems. Experience with Subversion is preferred.

Experience with federated identity management technologies and standards, especially SAML and XACML. Experience implementing these standards with commonly available tools strongly preferred.

Experience designing, implementing, and deploying technology solutions in a public sector (government) environment preferred.

Experience writing how-to guides, implementation documentation, and other technical documents for consumption by diverse audiences. Experience presenting (through public speaking) on technology issues and techniques. Experience mentoring and teaching others in the implementation and deployment of integration technology.