

**CANADIAN  
POLICE  
KNOWLEDGE  
NETWORK**



**RÉSEAU  
CANADIEN DU  
SAVOIR  
POLICIER**

## **Director of Information Technology (IM/IT)**

### **Who We Are**

The Canadian Police Knowledge Network (CPKN) is a growth-oriented not-for-profit with a vision of 'Driving excellence in policing professional development'. Established in 2004, CPKN is a trusted, reliable and integral component of the Canadian and First Nations policing services.

CPKN focuses on the strategic objectives of collaboration, innovation, consistency and sustainability with technology being the foundation of our success. A recently completed 3<sup>rd</sup> party review of CPKN's technology provides a favorable assessment of the current state, with a series of recommendations for enhancements required to support CPKN's innovation and growth.

CPKN provides a positive workplace culture that recognizes, and values staff while ensuring the success of CPKN, which includes the Professional Security Knowledge Network ([www.pskn.ca](http://www.pskn.ca)) and eProctorCanada ([www.eproctorcanada.com](http://www.eproctorcanada.com)).

### **Who You Are**

The Director of Information Technology (IM/IT) is a key member of the senior leadership team, playing a critical role in shaping our technological future. We are seeking a well-organized, visionary systems thinker with excellent leadership abilities. The successful candidate will have a strong foundation in planning, implementing, and managing IT infrastructure, software development, product management, and other technology-related initiatives. They will be responsible for ensuring that CPKN's IT infrastructure and back-office systems are efficient, secure, and reliable and that our core software products are leading-edge, easy to use, performant, secure, reliable, and aligned with our business goals.

Candidates who wish to work remotely are welcome. CPKN is looking for the best qualified person available.

### **Duties will include but are not limited to:**

- Participate as a key member of a highly productive and cohesive senior leadership team;
- Recruit, train, and manage IM/IT staff, fostering a collaborative and innovative team culture focused on delivering service excellence;

- Develop, execute and report on a comprehensive IM/IT strategy aligned with CPKN's strategic and business objectives;
- Develop and manage the IM/IT budget, allocating resources efficiently while maintaining high-quality services;
- Conduct needs assessments, evaluations and recommendations on technology solutions that enhance productivity, efficiency and competitiveness;
- Oversee the design, maintenance and optimization of the organization's technology infrastructure, including networks, servers and data centers;
- Develop, implement and manage a product management program for the ongoing support, maintenance and enhancement of core software assets;
- Implement and maintain cybersecurity measures to protect data and systems, ensuring robust data security and disaster recovery plans are in place;
- Develop and monitor data and information management policies and reporting tools, ensuring the highest quality information is well organized and readily available;
- Lead and oversee internal IT projects, including product maintenance and enhancement initiatives, ensuring they are completed on time and within budget;
- Evaluate, select and manage IT vendors and service providers;
- Ensure compliance with relevant IT regulations and industry standards;
- Stay informed and educated about emerging technology trends and assess their potential impact on the organization;
- When required, participate in CPKN Board meetings and National Advisory Committee meetings.

#### **Qualifications:**

- A bachelor's degree in information technology, business administration, or a related field (master's degree preferred) or an IT diploma with 5+ years of IT management experience;
- 5+ years' experience in a leadership role with a background in strategic planning;
- Strong knowledge of technology systems, software development, project management and infrastructure management;
- Strong knowledge of privacy and security legislation in Canada, compliance management, and cybersecurity best practices;
- Excellent communication and interpersonal skills;
- Strong problem-solving and decision-making abilities;
- Relevant certifications (e.g. ITIL, PMP) would be considered assets
- Bilingualism is considered an asset.

#### **What we offer:**

- Annual Salary between \$90,000-\$110,000;
- Extended health and dental benefits, access to virtual health care and EAP services;
- RRSP matching plan;
- Fully Remote, in-office, or hybrid work model is negotiable.

**To Join Us**

CPKN values collaboration and teamwork and as such, the ideal candidate will require a collaborative spirit. They will be part of a team that recognizes and values staff, while ensuring client success and the ongoing vitality of the organization.

If you feel your qualifications will support our vision and drive success, please email a cover letter and résumé to [careers@cpkn.ca](mailto:careers@cpkn.ca) by 5 p.m., on **Friday January 5, 2024**.

*CPKN thanks all applicants but only those selected for interviews will be contacted.*