Job Description

Title: Manager, Software Development and Informatics

Job Code: MGRSDINF

Department: Information Systems

FLSA Status: Exempt

Reports to: Chief Information Officer

Date: December 30, 2015

Salary Grade: M10

General Summary:
The Manager, Software Development and Informatics envisions product development and manages projects through completion; analyzes, designs and develops software enhancements and new modules; manages development project from initial design through testing while providing strategic management direction. The Manager, Software Development and Informatics leads the standardization and quality assurance for software produced. The Manager, Software Development and Informatics is responsible for designing and maintaining methods to store, analyze, utilize, and organize data. Ensures proper sets up of computer databases after identifying client needs. The Manager, Software Development and Informatics must also manage projects assigned to him/her to ensure that time demands and budgetary demands are met. The Manager, Software Development and Informatics manages all reporting systems and requests for data, reports and analysis for clients.

Main Responsibilities:

- Manages software developers responsible for all stages of design and development for complex products and platforms, including solution design, analysis, coding, testing, and integration
- Manages and expands relationships with internal and outsourced development partners on software applications design and development.
- Reviews and evaluates designs and project activities for compliance with applications design and development guidelines and standards; provides tangible feedback to improve product quality and mitigate failure risk.
- Provides domain-specific expertise and overall software applications leadership and perspective to cross-organization projects, programs, and activities
- Drives innovation and integration of new technologies into projects and activities in the software applications design organization.
- Manages and directs team. Evaluates employee performance, sets expectations and goals for department and individual staff members.
- Identify areas for training for the team or individuals and discuss with leadership.
- Collaborate and/or negotiate with internal/external customers as needed to define and develop requirements derived from discussions with customer
- Develop applications and code software applications to adhere to designs that support business requirements for external customers
- Standardize the quality assurance procedure for software produced
- Write requirement specifications and design documents for a variety of development tasks including feature development, database design and system integrations
- Document processes for specifications to ensure quality
• Follow project management methodology, ensuring that all required steps are followed, all required deliverables are produced, and all approvals are obtained
• Evaluate system specifications against client requirements
• Implement new software features and maintain existing features
• Own project/program issue resolution and risk management
• Own ground-up technical design and schedule
• Manage and oversee the full system development process, and turnover to customer
• Participate in code and design reviews
• Provide guidance to support and implementation teams
• Assist in developing user guide/manuals as necessary
• Administer a variety of database systems
• Improve the effectiveness of the database tools and services
• Monitors database performance
• Setting up and testing new database and data handling systems
• Developing protocols for data processing
• Creating complex query definitions that allow data to be extracted
• Training staff in how to input and extract data
• Manages all reporting requests, systems and staff for clients.
• Responsible for the design, production, audit, and analysis of operational reports and models providing leadership and continuous improvement to data analytics and reporting processes
• Will perform data analysis using Business Intelligence software and reporting tools.
• Participate in the evaluation of operational and analytic information systems
• Support data warehouse and data mining development
• Provide advice on analytic approaches and/or research methods
• Provides support, analytics, and leadership for initiatives involving, but not limited to, Wellness, Population Management, Medical Home, Nurse Reporting, Physician Profiling, HEDIS, NCQA, Business Operations, Insurance Claims, and Clinical Analysis
• Master new technology and domains; plan for possible future use/remain current and on cutting edge

Education/Experience/Knowledge:
• High School or equivalent required
• AS/BS preferred in Computer Science or related field
• 4-10 years experience developing applications and coding software
• Experience within health care industry is preferred - Familiarity with IT applications for healthcare operations
• Mastery of Healthcare EDI (HL7, X12, CDA, IHE Profiles)
• Mastery of VB.Net, C#, WebServices, Java, JavaScript, Mirth, Cloverleaf, OOP, ER Diagramming and SQL.
• Strong understanding of r
• Very strong customer relationship skills and ability to build and maintain relationships with clients
• Excellent project management skills

Physical/Mental Demands:
Combination of walking, sitting, standing, bending, reaching, and lifting. Must be able to lift up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision,
peripheral vision, depth perception, and ability to adjust focus. Occasional stress from balancing multiple tasks.

Disclaimer:
The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Description Prepared by:  __Jennifer Snow________
Reviewed by: _______ Wesley Combs ___________
Human Resources Approval: ___Kim Barton_______
Date: __December 30, 2015_________________

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