

## Director of Information Technology



Eagle's Landing First Baptist Church and Eagle's Landing Christian Academy is a large church-school ministry in McDonough, GA. The Southern Baptist church has average Sunday attendance of 1,000 people and the school has more than 900 students (K3–12) with a demanding and comprehensive technology footprint spanning multiple buildings. The combined ministry is a dynamic operation with more than 200 daily employees and volunteers.

### Summary/Objective

The Director of Information Technology is responsible for the overall planning, organizing, and execution of all IT functions for the organization. This includes directing IT operations to meet church and school requirements, supporting and maintaining existing applications, and developing new technical solutions. The individual must align with Eagle's Landing First Baptist Church's statement of faith (<https://eagleslanding.org/beliefs/>) and uphold the Baptist Faith and Message 2000 (<https://bfm.sbc.net/bfm2000/>). They will serve with a ministry mindset, aligning IT leadership with the mission and vision of both the church and school.

### Essential Functions

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Lead the planning, implementation, and ongoing management of all IT systems across the church and school.
- Analyze organizational needs and recommend cost-effective and strategic technical solutions.
- Ensure the consistency, reliability, and maintainability of IT systems by establishing and enforcing standards and procedures.
- Direct and prioritize the workload of IT staff; oversee recruitment, performance management, and professional development.
- Manage vendor relationships, licensing, and contracts for hardware, software, and services.
- Serve as the liaison between users, operations, and leadership for systems design, modifications, and troubleshooting.
- Provide troubleshooting, implementation, and maintenance support for:
  - Windows and Mac desktops and peripherals (MFPs, scanners, cameras, etc.).
  - Windows Servers (VMware environment).

- Network infrastructure including LAN, WAN, Active Directory, firewalls, routers, switches, and wireless access points.
- Campus security technologies including cameras and access control systems.
- Accounting and financial systems, both local (on-prem) and cloud-based.
- Manage, track, and complete work tickets daily through the Atera helpdesk system.
- Oversee operational IT projects such as OS upgrades, server/storage migrations, and cloud adoption initiatives.
- Support the school's Bring Your Own Technology (BYOT) program and help design and lead the transition toward a 1:1 student device model.

### **Required Skills**

- Technical Capability
- Business Acumen
- Strategic Thinking
- Customer/Client Focus
- Leadership

### **Supervisory Responsibility**

This position manages all employees of the IT department and is responsible for their hiring, development, and performance.

### **Work Environment**

This job operates in a professional church and school environment. The role routinely uses standard office equipment such as computers, phones, and copiers.

### **Physical Demands**

The employee is regularly required to talk, hear, stand, walk, use hands, and reach with arms. Occasional bending, squatting, lifting, and climbing ladders for equipment installations and cable runs is required.

### **Position Type/Expected Hours of Work**

This is a full-time position. Hours are Monday–Friday, 8:30 a.m.–5:00 p.m., with additional on-campus presence required Sunday mornings and occasional evenings/weekends for special events or urgent IT needs.

### **Required Education**

Bachelor's degree in Computer Science, Information Systems, or related field, or equivalent work experience.

### **Required Experience**

- Minimum of three (3) years in information technology.

- Experience designing, deploying, and supporting enterprise-level Windows and Mac environments.
- Experience with Windows Server administration in a VMware environment.
- Proficiency in Active Directory, Group Policy, PowerShell, and cloud directory services.
- Experience supporting and integrating financial/accounting systems (local and cloud).
- Experience administering large-scale wireless networks (RADIUS or similar).
- Familiarity with network security concepts, including authentication methods, ACLs, and firewalls.
- Experience managing, troubleshooting, and administering virtualization, backups, and disaster recovery solutions.
- Helpdesk/service desk management experience.
- CompTIA A+, Network+, Microsoft certifications (MCSA, MCSE), or equivalent preferred.
- Prior IT experience in a school or church environment preferred.
- Experience with 1:1 technology initiatives in K–12 schools strongly desired.

### Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of every activity, duty, or responsibility required of the employee. Duties and responsibilities may change at any time with or without notice.

### Salary

Commensurate with experience.

### Benefits

Eligible for health, dental, and vision insurance; 403(b) tax-sheltered annuity plan; and 50% school tuition discount for employee's children.

***If interested in applying for this position, please complete the STAFF APPLICATION and the 2 BACKGROUND CONSENTS found on the employment section of our website ([elcaonline.org/employment](http://elcaonline.org/employment)). Thank you!***