Located adjacent to the nation’s capital, Montgomery County is the most populous county in the state of Maryland and one of the most diverse counties in the nation.

The County Government is composed of the Executive and Legislative branches. The Executive Branch implements and enforces Montgomery County's laws and provides executive direction to the government. Its chief executive officer is the County Executive. There are over 30 executive branch departments and agencies that help to deliver services to more than one million county residents. Montgomery County is proud of the services it offers.

Montgomery County’s County Executive has outlined seven priority outcomes for the County’s future.

**Priority Outcomes:**

- **Thriving Youth and Families** – Children need great schools, supportive families, and caring communities to help them succeed in life. We can give them the start they need by providing adequate funding for public schools, access to affordable early childhood education and expanded high school options, and support for programs that relieve stress on families through increased access to affordable housing and better-paying jobs.

- **A Growing Economy** – A healthy business community is essential to our success. We will reinvigorate the county’s direct involvement in economic activities by re-examining our regulations to make sure they are sensible, fair, and efficient; opening support centers that help both new and existing businesses; and developing an incubator and innovation climate to help local entrepreneurs bring their ideas into the world.

- **A Greener County** – We recognize the urgency of global warming and will take concrete steps to address climate change. County government has committed to zero Greenhouse Gas emissions by 2035, an ambitious – but achievable – target. We will reduce our footprint by pursuing clean energy, energy efficiency, enhanced building design, reduction of waste, and developing a better transit system for our residents.

- **Easier Commutes** – Moving people and goods more efficiently is an economic imperative and is essential to our quality of life. We will reduce traffic congestion by improving transit options, supporting Metro, encouraging telecommuting and implementing common-sense road improvements.

- **A More Affordable and Welcoming County** – We will focus on initiatives that make Montgomery County a place where all residents can pursue their dreams regardless of race, ethnicity, age or economic circumstances.
• **Safe Neighborhoods** – We will address crime and pedestrian safety issues and seek input from communities across the county on ways to address these issues. We plan to enhance opportunities for walking, biking, and creating neighborhood gathering places.

• **Effective, Sustainable Government** – We will partner with county employees to make County Government more cost-effective and to deliver services more efficiently and responsively.

**THE POSITION**

Montgomery County is seeking to fill the Chief Digital Officer. The position is appointed by the County Executive and confirmed by the County Council. This position reports to the Chief Administrative Officer (CAO).

The Chief Digital Officer leverages experience in County technology management, business processes and services; organization and assets; investments in past, current, or planned information management initiatives, systems, technologies and techniques; related laws and regulation; and knowledge of information security to advise the CAO on the governance of digitalization initiatives of County services across the enterprise. The incumbent also works proactively with business units to implement practices and governance that ensure effective management of automation programs and projects to deliver targeted outcomes and investment objectives. The Chief Digital Officer serves as the Digital Risk Officer responsible for establishing and maintaining a Countywide digital security risk management program that ensures the County’s digital assets and related interests are adequately protected.

**THE IDEAL CANDIDATE**

The ideal candidate will be ethical, approachable, trustworthy, apolitical, and committed to excellence and delivery of meaningful results for taxpayers in Montgomery County. S/he will communicate openly, honestly and collaboratively with a diverse group people, explaining complex issues in a way that non-experts can understand. S/he will expertly promulgate and implement a long-term mission, vision, and strategy and provide new ideas and innovation through change management processes that improve the efficiency and delivery of effective county programs and services.

The ideal candidate will have unquestioned integrity and promote the same throughout the organization. S/he will have the backbone to give the County Executive and CAO honest and professional advice, even if it conflicts with hopes and expectations.

**HIGHLIGHTED QUALIFICATIONS**

• Advise the CAO on IT investments, policies, and practices and in the development and maintenance of appropriate organizational structures necessary for the County to meet emerging and future challenges and demands in enterprise digital risk management.
Independently assess past, current, or proposed future IT programs and advise the CAO on variety of related matters.

Formulate and establish Countywide enterprise-level digital risk management governance framework, artifacts and instruments in conjunction with the Director, Department of Technology Services, Department of Finance/Risk Management, and Chief Privacy Officer.

Ensure Countywide reduction in digital risk by ensuring representation and participation (e.g., reporting) in the program by all business units and stakeholders.

Administer governance artifacts and instruments (“scorecards”) that address risk to digitalization efforts and projects.

Identify policy and standards gaps in IT program/project management.

Assess and advise on methodologies for risk evaluation, measurement, monitoring and tracking, and reporting (e.g., scorecards).

Develop and deliver digital risk management training to stakeholders.

Identify and help in incorporating management best practices to transform the County’s service to digital.

Work with County departments and agencies on IT driven innovation projects/ideas.

Collaborate with information asset owners, asset custodians and other business, technology, and digital security and risk stakeholders.

Encourage accountability for the successful delivery of County information technology programs/projects and digital services.

Participate in the County’s information technology strategic planning and governance structure, to make recommendations and provide cohesion and convergence.

Participate in steering committees or advisory boards of major programs.

Provide regular reporting on the current status of the digital risk reduction program to enterprise risk teams, senior business leaders, independently elected and appointed officials and the County Executive, as part of a strategic enterprise risk management program, thus supporting County business outcomes.

Facilitate a metrics and reporting framework to measure the efficiency and effectiveness of the program, facilitate appropriate resource allocation, and increase the maturity of the information security program, and review it with stakeholders at the executive and IT Policy Advisory Committee (IPAC) and Interagency Technology Policy Coordination Committee (ITPCC) levels.

EDUCATION, TRAINING, AND EXPERIENCE

Bachelor’s Degree in Computer Science, Information Systems, business or public administration or a directly related field, plus seven to ten years relevant work experience, in risk management, information security or information systems job or other related role.

An equivalent combination of education and experience that has been achieved and is equivalent to the stated education and experience and required knowledge, skills and abilities to successfully perform the duties and responsibilities of this job.
Licenses, Registrations, Certifications, or Special Requirements:

**Preferred:**
- Graduate degree in Business Administration, Public Administration, Computer Science or related field
- Certified in Risk and Information Systems Control (CRISC)
- Certified Information Security Manager (CISM)
- Certified Information Systems Auditor (CISA)
- Certified Information Systems Security Professional (CISSP)
- Experience with HIPAA, PCI and CJIS compliance

APPLICATION PROCESS

Montgomery County Government is committed to attracting and retaining a highly-skilled, quality, and diverse workforce. We want people who aspire to make a difference in our community. We offer quality compensation and a generous benefits package. Learn more at: Montgomery County Benefits. Interested applicants should forward a cover letter and resume to ApplyChiefDigitalOfficer@montgomerycountymd.gov