

# We're Hiring

## INFORMATION TECHNOLOGY MANAGER

### Wolf River Development Company

**Frist Posting:** Open to Menominee Tribal Members Only

**Closing Date:** June 9, 2026

**Minimum Pay Rate:** \$30.00

**Status:** Regular Full-Time Exempt

#### General Overview of Job

The Information Technology (IT) Manager, under the direct supervision of the Chief Executive Officer of Wolf River Development Company. The purpose of this position is responsible for overseeing the organization's information technology operations, infrastructure, systems, and support services. This position ensures efficient, secure, and reliable use of technology to support business goals. The IT Manager works closely with the managed IT service provide and collaborates with department leaders to evaluate, implement, and maintain technology solutions aligned with strategic objectives.

#### Essential Functions

- Leads development and implementation processes for the organization's IT system and departments.
- Manage the day-to-day operations of IT systems, networks, hardware, and software.
- Ensure system security, data integrity, and compliance with relevant IT policies and regulations.
- Plan, implement, and oversee IT projects including system upgrades, cloud migrations, and software rollouts.
- Monitor system performance and troubleshoot issues to minimize downtime.
- Manage vendor relationships, licensing agreements, and IT procurement.
- Establish IT policies, procedures, and best practices for system use and data protection.
- Develop and maintain disaster recovery and business continuity plans.
- Provide technical guidance and support for other departments as needed.
- Implement or improve policies and procedures.
- Facilitates IT security audits or investigations.
- Serves as IT onsite help desk for issues not resolved through managed IT services.
- Performs other related duties as assigned.

#### Minimum Qualifications

A Bachelor's degree in Information Technology, Computer Science, or a related field is required; a Master's degree is preferred. An Associate's or technical degree may be considered with a minimum of 8 years of relevant IT experience.

#### Other Skills, Knowledge, Abilities

- Excellent written and verbal communication skills.
- Strong ability to align IT initiatives with business goals and long-term strategy.
- Strong analytical and troubleshooting skills. .
- Able to guide a team through transitions involving new technologies or process change..
- Knowledge of IT security standards, risk management, and regulation compliance..
- Familiarity with networking, cloud technologies, enterprise software, and system administration.
- Ability to manage priorities in a fast -pace environment.
- Skilled in evaluating, negotiating, and managing contracts with external IT services providers.

#### Behavior Expectations

Must be able to maintain a positive, professional relationship with coworkers. Must be able to interact with other departments in a spirit of compromise. Must be able to take on additional responsibilities in a spirit of cooperation and teamwork. Must be able to maintain an atmosphere of trust, fairness, and respect and be mutually supportive with co-workers. Must be able to maintain strict confidentiality.



#### Full-Time Benefits:

- Paid Time Off (PTO)
- 401(k) Retirement Plan
- Health, Rx, Vision & Dental
- Flex Spending Account (FSA)
- Basic Life Insurance
- Short Term Disability
- Long Term Disability
- Career Growth Opportunities
- Excellent Work Atmosphere

#### Apply:

Applications can be submitted through the online application portal or by emailing [HR@wolfriverdev.com](mailto:HR@wolfriverdev.com) to request a paper application.

 [www.wolfriverdevelopment.com](http://www.wolfriverdevelopment.com)

 W2828 Go Around Road, Keshena WI  
Administration Offices - Third Floor



**WOLF RIVER**  
DEVELOPMENT COMPANY

**Mission:** *To assertively build an expanded array of opportunities for the Menominee Nation by staying competitive in tomorrow's world.*

**Vision:** *To develop opportunities through sustainable profits.*