The Director of technology shall manage the infrastructure of technical operations for the organization with the following specific duties and responsibilities:

- Be responsible for the management, the development and effective performance of IT infrastructure in the overseeing of operations and managing IT;
- Oversee all technology operations and evaluate established board policies and mandates in an advisory capacity to the Board of Directors and Executive Director, in all matters relating to technology;
- Devise and establish IT policies and systems to support the implementation of strategies set by the board;
- Analyze the business requirements of all departments to determine their technology needs
- Assist in purchasing efficient and cost-effective technological equipment and software;
- Ensure the effectiveness of technological equipment and software to ensure functionality and efficiency;
- Identify the need for upgrades, configurations or new systems and report to board
- Assist in building relationships with vendors and creating cost-efficient contracts.
- Such other duties and responsibilities as set by the Board of Directors

The Director shall be independent of management. A candidate for the position of Director - Technology:

- Should have proven experience as an IT director or similar role.
- Should have experience in analysis, implementation and evaluation of IT systems and their specifications
- Should have excellent understanding of computer systems (hardware/software), networks etc.
- Must have experience in controlling information technology budget.
- Must be well informed on issues of concern and importance to the Black community.
- Must be politically non-partisan in any dealings on behalf of the Association.
- Should have excellent communication, organizational and planning skills.
- Should possess BSc/BA in computer science, engineering or relevant field.