

Program Manager(0522U) Job 77291 - Berkeley Institute
for Data Science (BIDS)
University of California, Berkeley

Direct Link: <https://www.AcademicKeys.com/r?job=254999>

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Posted Mar. 28, 2025, set to expire Jul. 1, 2025

Job Title	Program Manager(0522U) Job 77291 - Berkeley Institute for Data Science (BIDS)
Department	Berkeley Institute for Data Science
Institution	University of California, Berkeley Berkeley, California
Date Posted	Mar. 28, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Director/Manager Professional Staff
Academic Field(s)	Computer Science
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Job Description

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About Berkeley

At the University of California, Berkeley, we are committed to creating a community that fosters equity of experience and opportunity, and ensures that students, faculty, and staff of all backgrounds feel safe, welcome and included. Our culture of openness, freedom and belonging make it a special place for students, faculty and staff.

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The University of California, Berkeley, is one of the world's leading institutions of higher education, distinguished by its combination of internationally recognized academic and research excellence; the transformative opportunity it provides to a large and diverse student body; its public mission and commitment to equity and social justice; and its roots in the California experience, animated by such values as innovation, questioning the status quo, and respect for the environment and nature. Since its founding in 1868, Berkeley has fueled a perpetual renaissance, generating unparalleled intellectual, economic and social value in California, the United States and the world.

We are looking for equity-minded applicants who represent the full diversity of California and who demonstrate a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds present in our community. When you join the team at Berkeley, you can expect to be part of an inclusive, innovative and equity-focused community that approaches higher education as a matter of social justice that requires broad collaboration among faculty, staff, students and community partners. In deciding whether to apply for a position at Berkeley, you are strongly encouraged to consider whether your values align with our [Guiding Values and Principles](#), our [Principles of Community](#), and [our Strategic Plan](#).

At UC Berkeley, we believe that learning is a fundamental part of working, and our goal is for everyone on the Berkeley campus to feel supported and equipped to realize their full potential. We actively support this by providing all of our staff employees with at least 80 hours (10 days) of paid time per year to engage in professional development activities. To find out more about how you can grow your career at UC Berkeley, visit grow.berkeley.edu.

Departmental Overview

BIDS is a central hub of data-intensive research, open-source software, and data science training programs at UC Berkeley. Our programs and initiatives are designed to facilitate collaboration across an increasingly diverse and active data science community of domain experts from the life, social, and physical sciences, as well as methodological experts from computer science, statistics, and applied mathematics.

Since its launch in 2013, BIDS has cultivated an environment of open inquiry and discovery for data-intensive research. As an integral part of UC Berkeley's College of Computing, Data Science, and Society (CDSS), launched in 2019, we continue to seek new and creative ways to cross traditional academic boundaries and engage a diverse community of researchers representing a wide array of disciplines. Research: BIDS supports faculty, staff, postdoctoral fellows, and graduate/undergraduate research in a variety of fields in the life, health, social, and physical sciences, the humanities, and in computer science, statistics, and applied mathematics. Software: BIDS contributes to a number of

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open source, open science, and open data resource communities in support of academic research. Training: BIDS training programs reflect our commitment to augment degree programs and provide valuable, accessible resources that expand collaboration opportunities for the campus community.

California allocated \$6.87 million in its 2023-24 budget to UC Berkeley to develop the Police Records Access Project, a first-of-its-kind, state-wide database of police misconduct and use-of-force records. Berkeley's Institute for Data Science, Graduate School of Journalism and partners will collect, curate and make accessible records that a 2019 state law unlocked for the public. It will help communities, journalists, public defenders, prosecutors, and police departments develop a deeper understanding of California policing. This leadership position will focus on (1) Research, planning, development, maintenance, deployment, and implementation of a shared federated database of police data, (2) Research, planning, development, maintenance, deployment, and implementation of data extraction tools techniques and workflows, and (3) Partnering in research, planning, development, maintenance, deployment, and implementation of a public-facing portal of police data.

The Program Manager receives technical project management assignments in the form of objectives and determines how to use resources to meet schedules and goals. Leads the team of technologists situated in BIDS dedicated to the CLEAN initiative. This includes contractors and consultants. The incumbent works closely with CLEAN Program Manager to ensure that technology strategy supports and aligns with program goals. Ultimately accountable for, and manage teams that deliver research, planning, development, maintenance, deployment, and implementation of technology supporting the CLEAN initiative.

Application Review Date

The First Review Date for this job is: 4/9/25 - Open Until Filled

Responsibilities

- 20% Collaborate with stakeholders to gain alignment and define solution scope and Requirements.
- 20% Define high-level goals and set priorities for development projects.
- 20% Develop technology strategies and document architectural decisions.
- 10% Manages people for product development programs or projects involving department or cross-functional teams focused on the delivery of a complex or broad product or computer-based system through the design process, and into a finished state.
- 10% Define high-level roles and responsibilities for software development team members.
- 5% Identify gaps in software development team abilities and capacities and address them.

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- 5% Requirements management.
- 5% Serve "Product owner" role on Scrum cycles.
- 5% Initiate and oversee work performed by contractors and consultants, such as design, development, security auditing, research and development, analysis, consulting and planning.

Required Qualifications

- Knowledge of all aspects of the software development life cycle (SDLC).
- Experience managing a small to medium size technology development team.
- Experience coordinating the time, resources, skills, and budgets necessary to accomplish all interrelated tasks on time and on budget.
- Knowledge of software product requirements management methodologies.
- Experience with software project management.
- Knowledge of software quality methodologies, change control, and system security controls and procedures.
- Bachelor's degree in related area and / or equivalent experience / training.

Preferred Qualifications

- Business analysis and engaging with administrative users across silos and partner Organizations.
- Knowledge of user research and UX strategy, usability, accessibility.
- Thorough knowledge of subject area sufficient for strategic planning, technology assessment and direction.
- Excellent oral and written communication skills, including the ability to effectively present technical topics to individuals and groups with potentially varied levels of technical sophistication.
- Professional certification preferred.
- 2-5 years of experience managing an information technology organization.

Salary & Benefits

For information on the comprehensive benefits package offered by the University, please visit the University of California's [Compensation & Benefits](#) website.

Under California law, the University of California, Berkeley is required to provide a reasonable estimate of the compensation range for this role and should not offer a salary outside of the range posted in this job announcement. This range takes into account the wide range of factors that are considered in making compensation decisions including but not limited to experience, skills, knowledge, abilities, education, licensure and certifications, analysis of internal equity, and other business and

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organizational needs. It is not typical for an individual to be offered a salary at or near the top of the range for a position. Salary offers are determined based on final candidate qualifications and experience.

The budgeted salary that the University reasonably expects to pay for this position is \$110,000 - \$158,500.

Conviction History Background

This is a designated position requiring fingerprinting and a background check due to the nature of the job responsibilities. Berkeley does hire people with conviction histories and reviews information received in the context of the job responsibilities. The University reserves the right to make employment contingent upon successful completion of the background check.

Misconduct Disclosure

As a condition of employment, the final candidate who accepts a conditional offer of employment will be required to disclose if they have been subject to any final administrative or judicial decisions within the last seven years determining that they committed any misconduct; received notice of any allegations or are currently the subject of any administrative or disciplinary proceedings involving misconduct; have left a position after receiving notice of allegations or while under investigation in an administrative or disciplinary proceeding involving misconduct; or have filed an appeal of a finding of misconduct with a previous employer.

"Misconduct" means any violation of the policies or laws governing conduct at the applicant's previous place of employment, including, but not limited to, violations of policies or laws prohibiting sexual harassment, sexual assault, or other forms of harassment, discrimination, dishonesty, or unethical conduct, as defined by the employer. For reference, below are UC's policies addressing some forms of misconduct:

[UC Sexual Violence and Sexual Harassment Policy](#)

[UC Anti-Discrimination Policy](#)

[Abusive Conduct in the Workplace](#)

Equal Employment Opportunity

The University of California is an Equal Opportunity/Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual

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orientation, gender identity, national origin, disability, or protected veteran status. For more information about your rights as an applicant, please see the [U.S. Equal Employment Opportunity Commission](#) poster.

For the complete University of California nondiscrimination and affirmative action policy, please see the University of California [Discrimination, Harassment, and Affirmative Action in the Workplace](#) policy.

To apply, visit

https://careerspub.universityofcalifornia.edu/psc/ucb/EMPLOYEE/HRMS/c/HRS_HRAM_FL.HRS.CG_S

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

N/A

University of California, Berkeley

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