

HEALTHIER KIDS FOUNDATION JOB DESCRIPTION

POSITION TITLE: Salesforce Architect

FLSA STATUS: Exempt

REPORTS TO: Information Systems and Quality Manager

DATE: 3/1/2020

REV. DATE: 8/18/2020

Position

Full-time position

Salary

\$90 – 100K yearly

Location

Remote

Company Description

Healthier Kids Foundation is a family forward health agency that gives children and those who love them the education and cutting-edge tools they rightfully deserve to live a healthy life. At Healthier Kids Foundation, we believe preventative care at an early age makes things fair. Every day, we work side-by-side with families to identify and eliminate kids' health issues before they even begin. Because without us, barriers that could be corrected may stand in the way of kids joyfully climbing the ladder of life. Healthier Kids Foundation successfully partners with community-based organizations, public entities, and public school systems to: A) provide health screenings (hearing, oral health, and vision) to low-income children and connect parents to the appropriate preventative and intervention health services based on the outcome of their children's screening results; B) identify uninsured children and assist their parents with enrolling them into subsidized health coverage; and C) provide healthy lifestyle education to parents and caregivers that help to prevent and reduce childhood and adolescent obesity. Healthier Kids Foundation has connected with over 900 sites throughout Santa Clara County to deliver these services to large populations of children where they naturally gather as a means of connecting them to preventive health services that contribute to their health, well-being, and educational outcomes.

Primary Purpose:

As our Salesforce Architect, you will spearhead implementation and maintenance of current and future community-based programs within Healthier Kids Foundation's Salesforce environment. One of your key duties will be to reimagine our current Salesforce customizations into a methodical and automated solution that is easy to use and built to scale.

Healthier Kids Foundation needs a big picture thinker who can make suggestions, take constructive feedback, and personally execute with diligence. To be successful, you'll need to be a hands-on initiative taker with a passion for purpose.

Supervises:

None

Major Duties and Responsibilities:

- Collaborate with stakeholders to gather business requirements and translate these into technical solutions.
- Articulate design considerations, trade-offs, benefits, and recommendations for a technical architecture.
- Responsible for coding, configuring, and documenting the system based on the design and architecture.
- Responsible for code reviews, performance tuning and troubleshooting during the project process.
- Responsible for delivering a fully working technical solution.
- Should be strong in Apex, Triggers, VisualForce.
- Able to improve Salesforce reporting through programming using latest technical updates from Salesforce.
- Support the other staff with any reasonable data related request or questions.
- Foster and provide mentorship for an engineering culture within the Data Team.
- Perform weekly and daily data checks on shared drive data and Salesforce data for the Screening Programs.
- Take part in weekly trainings independently and in group settings.
- Complete other projects as assigned.

Minimum Requirements:

- Bachelor's Degree in Business or Information Technology or 5+ year experience as a Salesforce Administrator or Salesforce Architect.
- Certified Salesforce Administrator.
- 5+ year experience in Salesforce configuration and implementing CRM systems.
- Previous experience working in a non-profit Salesforce environment.
- Apex object-oriented programming experience.
- Able to adapt to a changing environment, work independently and multi-task.
- Excellent organizational skills, able to appropriately plan, and prepare all materials in a timely manner.
- Communicate effectively and in a professional manner that encourages teamwork and productivity.
- Able to prepare clear and concise reports; experience with project management and completion; able to meet deadlines in a consistent and reliable manner.
- Maintain confidentiality of all information contained in reports, records, documents, and business communications in general.
- Meet employer grooming, business dress standards and present oneself in a professional manner while in the field and/or when representing HKF to the community.
- Reflect HKF in all activities; recognize that this role cannot easily be separated from the individual, even in activities outside of work.
- Physical requirements needed to perform the essential functions of this job, with or without accommodation:
 - Dexterity, Mobility and Strength Requirements: ability to perform repetitive motion (keyboard); writing/note-taking for extended periods of time.
 - Visual Requirements: ability to read close-up and do close-up work.

- Emotional/Psychological Requirements: ability to deal with public contact on the phone, in person.

Desired Requirements:

- Any of the following Salesforce certifications: Salesforce Architect, Salesforce Developer and/or Salesforce Consultant.
- Experience with Salesforce and applications that work with Salesforce, such as Apsona, Form Assembly, Einstein Analytics, Tableau, and Demand Tools.
- Highly effective interpersonal and problem-solving skills; non-judgmental demeanor, able to determine appropriate action.
- Experience working with virtual teams.
- Local to the California Bay Area.

Skills:

- Problem-solving skills
- Programming/Coding
- Accuracy and attention to detail
- Ability to plan and meet deadlines
- Critical thinking skills

Benefits

Our generous benefits package includes:

- Medical, dental, vision, life insurance, and FSA
- 15 paid holidays
- Two weeks of PTO (increases after 2 year)
- 403b Retirement Plan with up to 4% company match
- Cell phone reimbursement
- Fitbit reimbursement

**some benefits are at 50% if less than full-time FTE.*

**medical and dental benefits may be affected depending on your state of residence.*