



Work where your work matters. Work at CCRC.

CCRC prides itself as a workplace of choice for passionate talent, driven by our mission to cultivate child, family and community well-being. Whether the position works directly with the public or supports our programs, every position is vital to our mission's success and reputation as a leader. We are not your typical non-profit. We are 1200+ people strong and growing!

You could play a key role supporting the Information Technology Division! Go to our job board to

apply: [job board](#)

The job at a glance

General Summary

Under general supervision of the Special Application Support Manager, the Sr. Database Developer designs, develops, optimizes, and maintains the database and reporting solutions that support agency operations, analytics, and business decision-making. This is a senior-level technical role that owns the architecture of CCRC's data warehouse and leads integration of new applications into the enterprise data ecosystem while serving as a subject matter expert to business stakeholders, analysts, application developers across Programs, Finance, Research, and other divisions.

The role also carries responsibility for data governance: ensuring the integrity, quality, security, and availability of enterprise data assets through documented standards, validation processes, and compliance with regulatory requirements, including HIPAA.

This position is classified as Hybrid, full time, 40 hours per week.

Core Benefits!

- **Hybrid** position!
- **Competitive Compensation** Package
- **Robust benefit offerings** -Medical, Dental, Vision, and Voluntary Life Insurance!
 - CCRC ***covers approximately 90-100% of employee and dependent*** medical and dental coverage, and ***90%*** vision coverage!
 - There are a variety of medical and dental plans offered.
 - **Basic Life Insurance and Long-Term Disability** paid for by CCRC
- **Flexible Spending Account** participation offered
- Employer Contribution and Employer Match in the **403(b) Retirement Savings Plan** with 100% vesting!
 - Upon meeting eligibility, employees receive a ***5% contribution*** and may participate in the ***match of 50% up to the 1st 7% of deferrals***
- **Generous Time Off Policy** with vacation and Sick Time, Holidays, and Paid Winter Break
- Opportunities **for learning and professional development**, such as education reimbursement and mastering skills for career progression
- **Culture:** Mission-driven, passionate, and inclusive
- **Employee Assistance and Wellness Programs**
- **501(c) (3) designation**-You can apply for Public Service Loan Forgiveness!

The Details of the Job:

Essential Duties And Responsibilities

Within a team structure, this position will perform the following responsibilities:

Data Architecture, Development, and Analytics (50%)

- Design, develop, optimize, and maintain complex SQL queries, views, stored procedures, functions, and database objects supporting operational and analytical business needs.

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- Architect and build the enterprise data warehouse solutions, including schema design, dimensional data modeling, and ETL/ELT pipeline architecture, to support scalable, agency-wide analytics and reporting.
- Lead integration of new applications and systems into the agency's data ecosystem, ensuring seamless data flow and adherence to enterprise architecture standards.
- Analyze, optimize, and monitor database performance through query tuning, indexing strategies, and execution plan analysis.
- Design and maintain logical and physical data models and establish enterprise reporting standards that keep recurring and ad hoc reports consistent and accurate.
- Support data migration, transformation, and integration activities between enterprise systems, and troubleshoot complex data and application performance issues.

Data Governance, Data Integrity, and Quality (25%)

- Serve as a steward of enterprise data: implement data governance standards, validation, reconciliation, and quality assurance processes across the SASR data warehouse and newly integrated data sources.
- Identify, investigate, and resolve data quality issues by performing data profiling, cleansing, and correction.
- Partner with business units to develop and document data definitions, business rules, metadata standards, and data lineage requirements.
- Maintain database integrity through constraints, auditing, validation, and referential quality controls ; ensure compliance with agency security, data retention, and HIPAAA requirements.
- Drive shared data governance and accountability across departments in partnership with stakeholders.

Stakeholder Partnership and User Enablement (15%)

- Partner with business users, program teams, leadership, and stakeholders to gather, analyze, document and translate reporting and dashboard requirements into actionable data solutions from initial design through delivery and ongoing refinement.
- Advise senior leadership and cross-functional stakeholders on the development and monitoring of KPIs, scorecards, and dashboards aligned with organizational and strategic goals; facilitate data reviews that support evidenced-based decision making.
- Serve as a liaison between technical teams and business stakeholders, translating operational needs into effective data solutions and communicating technical and analytical concepts clearly to non-technical audiences including directors and executive leadership
- Provide training, guidance, and end-user support to build data literacy and help users understand data definitions, reporting methodology, and key metrics.
- Proactively identify and surface trends, risks, inconsistencies, and opportunities in organizational data, and recommend process or governance improvements that strength reporting effectiveness.

Data Advisory and Leadership Support (5%)

- Partner with department leaders and executive stakeholders to identify data needs and uncover opportunities where analytics can improve organizational performance and service delivery.
- Develop and support KPI frameworks, scorecards, dashboards, and performance measurement strategies that enable leadership to monitor progress toward strategic objectives.
- Facilitate regular data reviews and stakeholder discussions, providing analytical context and insights that support evidence-based decision-making.
- Champion a data-driven culture by promoting the use of reliable, high-quality data to improve business processes, operational efficiency, compliance, and organizational outcomes.
- Recommend process improvements and data management strategies that strengthen reporting effectiveness, data quality, governance practices, and organizational performance.

Operational Excellence and Documentation (5%)

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- Comply with IT Change Management processes, including planning, testing, documentation, approvals, implementation, and post-deployment validation.
- Develop and maintain comprehensive technical documentation for database architecture, data flows, stored procedures, reporting solutions, and operational processes.
- Mentor junior team members and provide technical guidance regarding SQL development standards, troubleshooting methodologies, and data management best practices.
- Validate technical correctness and performance of database code and deployed solutions prior to production implementation.
- Maintain awareness of emerging database technologies, security requirements, and industry best practices.

Non-Essential Duties And Responsibilities

These duties include tasks that are required and comprise less than 5% of daily functions for this job:

- Participate in meetings, seminars, classes, and user groups, and other CCRC activities as required.
- Act as the liaison between CCRC and other external software vendors' responsible for systems.
- All other duties that may be required, as part of the essential functions of the job, as assigned.

Job Specifications

Minimum Required

- **Education:** Bachelor's Degree in Computer Science, Information Systems, Data Science or related discipline.
- **Experience:** Minimum of 5 years of experience in SQL application and database development, database administration support, data management, reporting, and analytics environments.
- **Technical Requirements:**
 - Advanced proficiency with Microsoft SQL Server and SQL Server Management Studio (SSMS).
 - Advanced knowledge of T-SQL, stored procedures, views, functions, triggers, and database optimization techniques.
 - Experience supporting data integration, ETL processes, and reporting environments.
 - Experience developing and supporting business intelligence solutions, dashboards, scorecards, and KPI reporting tools.
 - Strong understanding of relational database design principles, normalization, indexing strategies, and data modeling methodologies.
 - Experience reviewing execution plans, identifying performance bottlenecks, and implementing database optimization strategies.
 - Experience implementing data governance frameworks, data quality controls, and data stewardship best practices.
 - Knowledge of data lifecycle management, data lineage, metadata management, and master data concepts.
 - Understanding of database security, access controls, auditing, and compliance requirements.
 - Experience gathering business requirements, conducting stakeholder interviews, and translating business needs into technical reporting and data solutions
 - Ability to communicate technical and analytical concepts to non-technical audiences, including managers, directors, and executive leadership.
 - Strong documentation, troubleshooting, and problem-solving skills.

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- Experience working within Change Management and Software Development Lifecycle (SDLC) frameworks.
- **Behavioral:**
 - Demonstrates effective communication skills and consistently maintains a high-level of detail-orientation and accuracy.
 - Strong problem-solving skills and effective critical thinking.
 - Cooperative work, effective Organization skills and Customer Service; collaborative teamwork, accurate work product, strong problem-solving skills, and effective critical thinking.
 - Demonstrate regular, reliable, and predictable attendance to carry out the essential functions.
 - Ability to prioritize work effectively, multi-task, adjust to meet multiple demands; follow up with tasks through completion; ensure deadlines are met.
 - Show ability to have flexibility, maturity of judgment, and ability to work collegially.
 - Ability to exercise discretion, confidentiality, apply good judgment in making decisions, work independently and take initiatives.
 - Adherence to confidentiality, including HIPAA and PHI, in accordance with Agency policy and legal requirements.
 - Adherence to technological security in accordance with Agency policy and legal requirements.
- **Travel:** Some travel/business related driving required for all staff, large divisional events, and specified meetings. Staff may choose any mode of transportation (driving, walking, bicycling, carpooling, etc.) to arrive to and depart from the location where attendance is required. Should a staff member choose to drive, the staff member must become an approved driver with CCRC prior to driving on behalf of CCRC. Approved drivers driving on behalf of CCRC may choose to drive a CCRC vehicle or own vehicle and must meet requirements to be an approved driver including holding and maintaining current auto insurance, current California Driver's License and receiving DMV clearance.
- **Work Schedule:** This position is hybrid. Full time, typically M-F, ability to at times work a non-traditional work schedule including early mornings, late evenings, and weekends.
- **Work Environment:** Standard office environment with moderate level of background noise.
- **Background & Health Clearance Requirements:** Background requirements determined according to the requirements of the program(s) which the position will be supporting. Background check required. As a grant-funded Agency supporting Children and Family Services, CCRC conducts background checks commensurate with the role to verify candidate qualifications (criminal history, employment history / experience, education, reference checks) and ensure grant compliance. Specific roles may have additional verification / clearance to the standard background check as part of the recruitment and selection process, including:
 - **Live Scan Clearance / DOJ Fingerprinting:** For positions working directly with the public in a child/ community care or child / community care adjacent setting (CA Health and Safety Code Section 1596.871 and/or Head Start Program Performance Standards 1302.90).
 - **Health Clearance:** For positions working directly with the public in a child/ community care or child / community care adjacent setting or working with "at risk" populations, CA Code of Regulations Title 22, §101216, CA Health and Safety Code 1596.7995, and/or Head Start Program Performance Standards 1302.93)
 - **MVR / DMV clearance** in accordance with CCRC's liability insurance provisions: For positions where driving is required.
 - **Child Development Permit:** For positions working in an educational capacity (California Education Code Sections 44242.5, 44340, and 44341)
 - **CPR / Pediatric CPR certification:** For certain identified positions working directly with the public in a child/ community care or child / community care adjacent setting (CA Health & Safety Code 1596.865 – 1596.866)

- **Federal Debarment Checks:** For positions acting in a principal capacity to federal funds (Head Start Program Performance Standards 1304.11, Code of Federal Regulations Title 2 Grants and Agreements 2.180.320 and 2.180.995)
- **Credit & Bankruptcy Check:** For positions with fiscal responsibility (roles with authority over financial transactions), a credit and bankruptcy check will be conducted to assess financial responsibility in alignment with agency standards and applicable laws, including the federal Fair Credit Reporting Act (15 U.S.C. 1681 et seq.) and California Labor Code restrictions on credit reports (Labor Code 1025.5.)

Preferred

All minimum requirements met plus:

- Experience with data visualization platforms such as Power BI, SSRS, Tableau, or similar business intelligence tools.

Physical Demands

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Physical Activity					
Activity List the number of hours spent performing the activity.	Hours Per Day				
	NA	0-2	3-4	5-6	7-8
Balancing: Maintaining body equilibrium to prevent falling when walking, standing or crouching on narrow, slippery or erratically moving surfaces.	☒	☐	☐	☐	☐
Climbing: Ascending or descending ladders, stairs, scaffolding, ramps, poles, or other similar devices. Using feet and legs and/or hands and arms. Performing activities where body agility is emphasized.	☒	☐	☐	☐	☐
Crawling: Moving about on hands and knees.	☒	☐	☐	☐	☐
Crouching: Bending the body downward and forward by bending the leg and spine.	☒	☐	☐	☐	☐
Driving: A car, truck, forklift or other types of moving equipment.	☒	☐	☐	☐	☐
Feeling: Perceiving attributes of an object, such as its size, shape, temperature or texture by touching with skin, particularly that of the fingertips.	☒	☐	☐	☐	☐
Grasping: Applying pressure to an object with the fingers.	☐	☒	☐	☐	☐
Hearing: Perceiving the nature of sounds with no less than a 40db loss at 500Hz, 1000Hz and 2000Hz with or without correction. Ability to receive detailed information through oral communication, and make fine discrimination in sound, such as when making fine adjustments on a piece of equipment.	☐	☐	☐	☒	☐
Kneeling: Bending legs at the knee to rest the body on the knee or knees.	☒	☐	☐	☐	☐
Lifting (Light): Raising objects from a lower to a higher location / moving objects horizontally from one location to another. Lifting up to 30lb objects to shoulder level throughout the work shift. Requires the substantial use of the upper extremities and back muscles.	☒	☐	☐	☐	☐
Lifting (Med): Raising objects from a lower to a higher location / moving objects horizontally from one location to another. Lifting 30lb – 50lb objects to shoulder level throughout the work shift. Requires the substantial use of the upper extremities and back muscles.	☒	☐	☐	☐	☐
Lifting (Heavy): Raising objects from a lower to a higher location / moving objects horizontally from one location to another. Lifting 50lb+ objects to shoulder level throughout the work shift. Requires the substantial use of the upper extremities and back muscles.	☒	☐	☐	☐	☐
Pulling: Using upper extremities to exert force to draw, haul or lug objects in a sustained motion.	☒	☐	☐	☐	☐

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Physical Activity					
Activity List the number of hours spent performing the activity.	Hours Per Day				
	NA	0-2	3-4	5-6	7-8
Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.	☒	☐	☐	☐	☐
Reaching: Extending hand or hands and extending arm or arms in any direction.	☐	☒	☐	☐	☐
Repetitive motions: Substantial movements of the wrist, hands, and/or fingers, including keyboarding.	☐	☐	☐	☐	☒
Sitting: Particularly for long periods of time.	☐	☐	☐	☐	☒
Standing: Standing or staying on feet for sustained periods of time.	☒	☐	☐	☐	☐
Stooping: Bending body downward and forward by bending the spine at the waist, requiring full use of the lower extremities and back muscle.	☒	☐	☐	☐	☐
Talking: Expressing or exchanging ideas by means of spoken words. Those activities in which detailed or important spoken instructions to co-workers are required. The instructions must be conveyed accurately, loudly, and/or quickly.	☐	☐	☒	☐	☐
Twisting: Turning from right to left at the waist.	☒	☐	☐	☐	☐
Viewing: The ability to distinguish colors, read a VDT or other needs for depth perception.	☐	☐	☐	☐	☒
Walking: Moving about on feet to accomplish tasks.	☒	☐	☐	☐	☐

Notices

Child Care Resource Center is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law.

The contractor will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information. 41 CFR 60-1.35(c)

Accommodations

If you are a qualified individual with a disability or a disabled veteran, you have the right to request an accommodation if you are unable or limited in your ability to use or access our career center as a result of your disability. To request an accommodation, contact a Human Resources Representative at (818) 717-1000 ext. 6599 or email them at Recruiting@ccrcca.org.

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