# Salesforce Platform Developer, Faculty Affairs Office
# University at Buffalo, The State University of New York

| | |
|---|---|
| **Job Title** | Salesforce Platform Developer, Faculty Affairs Office |
| **Department** | Faculty Affairs Office |
| **Institution** | University at Buffalo, The State University of New York |
| | Buffalo, New York |
| **Date Posted** | Feb. 10, 2025 |
| **Application Deadline** | Open until filled |
| **Position Start Date** | Available immediately |
| **Job Categories** | Professional Staff |
| **Academic Field(s)** | Information Technology |
| **Job Website** | https://www.ubjobs.buffalo.edu/postings/55756 |
| **Apply By Email** | |

## Job Description

The University at Buffalo (UB) **Faculty Affairs Office** seeks to hire a **Salesforce Platform Developer**. In this position, you will create a user-friendly platform that facilitates mentoring relationships and networking opportunities within the campus community. The developer will be involved in creating data entry forms, interactive features for customer search, and developing a weighted match-making algorithm to connect mentees with suitable mentors based on user-selected criteria. The successful candidate will have the opportunity to work with cutting-edge technologies, gain valuable experience, and contribute to the professional growth and development of faculty members. This position reports to the Associate Vice Provost for Faculty Affairs.

**Key accountabilities and responsibilities**

- **Application Development**: Collaborate with stakeholders to understand requirements and translate them into technical specifications for application development and optimization on the

Salesforce platform.

- **Design Data Entry Forms**: Modify and further develop user-friendly data entry forms on the Salesforce platform to capture relevant information from mentors and mentees.
- **Implement Interactive Features**: Implement and adapt interactive features, such as search functionality, to enable users to navigate and explore the application efficiently.
- **Develop Tag-able Database**: Develop a tag-able database structure to allow users to categorize and organize their profiles and preferences effectively.
- **Design Match-Making Algorithm**: Design and implement a weighted match-making algorithm that matches mentees with mentors based on user-selected criteria, considering factors such as expertise, demographics, and availability.
- **Minimum Viable Product (MVP)**: Work closely with junior and senior faculty volunteers to pilot the MVP, collect feedback, and iterate on the application to ensure its effectiveness and usability.
- **Scalability**: Plan and prepare for scaling up the application to serve the larger campus community, considering potential challenges and resource requirements. Collaborate with UBIT to ensure cohesion within the overall enterprise-wide Salesforce platform environment.
- **Reporting Tools**: Using available data recorded in the platform's databases and specific objects, generate administrative reports on key MentorNet usage parameters that can be developed into dashboards for non-Salesforce audiences.
- **Documentation**: Maintain comprehensive documentation of the application's architecture, features, and functionality. Keep a record of the application development process, including system requirements, design specifications, and user guides.
- **Collaboration**: Participate in efforts by the Office of Faculty Affairs to recruit and onboard volunteer junior and senior faculty for the MVP pilot. Collaborate with cross-functional teams, including IT, Faculty Affairs, and stakeholders, to ensure the successful implementation and adoption of the application.
- **Application Push to Production Environment**: Actively participate in a code review including analysis and application modifications to ready the application for approval and release into the Salesforce production environment.
- **Training and Support**: Participate in faculty volunteer focus group sessions and gather feedback to iterate and improve the platform's functionality. Contribute to training and support of faculty members, mentors, and mentees on how to effectively use the platform and maximize.

We invite individuals to apply whose perspectives and experiences will enrich and strengthen our organization. The Faculty Affairs Office serves an increasingly diverse constituency of patrons, and our employees, services and policies strive to honor and reflect this diversity. We encourage candidates who thrive in a welcoming multicultural environment to apply.

**About the Department**

# Salesforce Platform Developer, Faculty Affairs Office
## University at Buffalo, The State University of New York

The **Faculty Affairs Office** is responsible for all matters pertaining to UB's faculty. Faculty Affairs staff help facilitate a culture of faculty excellence at the university in the areas of research, teaching, and service. Primary areas of responsibility under Faculty Affairs include coordinating the university's promotion and tenure process; welcoming and orienting new faculty to UB; assisting deans, department chairs, and faculty with issues associated with hiring and retention; building programs to orient new department chairs and improve their management skills; facilitating the nomination process for national, internal, and SUNY awards; and partnering with the Vice Provost for Equity and Inclusion to develop proactive strategies for enhancing faculty diversity.

*Learn more:*

- Our **benefits**, where we prioritize your well-being and success to enhance every aspect of your life.
- Being a part of the **University at Buffalo community.**

As an Equal Opportunity / Affirmative Action employer, the Research Foundation will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.

**Contact Information**

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

**Contact**

,