Manager of Technology System & Security Services

LOCATION:	Administration Office, Pembroke
STATUS:	**Permanent** – 1.0 FTE – (12-mth)
HOURS:	7.0 hrs/day (35 hrs/week)
START DATE:	Immediately
SALARY RANGE:	$122,086 - $125,531
UNION AFFILIATION:	Non-Union

JOB SUMMARY: The Manager of Technology System & Security Services is responsible for providing technological vision and leadership in the development and implementation of technology that supports student learning and administrative processes. Staff supervision, budget planning, project management and the development of collaborative long and short term formal written plans are principal expectations for this role.

RESPONSIBILITIES:
- Technology system & security services process development and planning
  - Defines and manages IT processes, organization, and relationships.
  - Develops and implements IT strategies for the school board, and provides positive, collaborative leadership related to Information Technology services that support student learning and administrative processes.
  - Participates in and offers technical guidance toward the development of board strategic and operational plans.
  - Prepares formal collaborative long and short-term plans to assess, report and manage IT risks.
  - Develops and enforces formal written policies and procedures to ensure the protection, integrity, security, accessibility, and privacy of all electronic information.
  - Leads the Technology Council committee in conjunction with the Principal representative in a collaborative process of communication, planning and implementation developing formal written strategic plans and innovative student engagement projects.
  - Develops and implements formal written disaster recovery and business continuity plans which include testing and validation.
  - Expert level ability to implement, diagnose and maintain complex networks and to execute projects from start to finish.
- Provide support as first point of contact for staff and clients
  - Continually seeks opportunities to assess and increase end-user satisfaction.
  - Develops strategies to promote accessibility and deepen inter-departmental relationships
- Oversee budget and budget use
  - Oversees the IT budget and manages IT investments through the development of comprehensive Budget Rationales and formal plans ensuring resources are used as effectively as possible.
  - Establishes and communicates comprehensive action plans encompassing time schedules with accountability that provides services within approved budgets that function effectively within a unionized environment.
- Oversee technology system department team members
  - Evaluates and manages the performance and professional growth of the Department's personnel while providing the highest level of support and service to all departments and schools.
  - Works collaboratively with the Program Department to build a strong unified team with shared goals and values.
  - Ensures the adherence of health and safety guidelines and procedures with staff.

QUALIFICATIONS:
- University Degree or Community College Diploma in a related discipline.
- 5 years of recent related public sector supervisory experience preferably within an academic environment.
- Demonstrated success in a role managing and supervising staff.
- Demonstrated success in a role managing and supervising a large technology budget.
- Demonstrated success in a role working collaboratively with staff, supervisors, vendors, colleagues and service providers.
- Demonstrated hands-on progressive experience as a skilled public sector IT Leader preferably within the K-12 education sector.
- Capable of planning, reporting and managing departmental and district projects.
- Expert ability to manage enterprise systems (ERP, SIS, HRIP)
- Extensive practical experience managing IT infrastructure
- Strong knowledge of LAN/WAN networks.

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- Ability to configure and implement Firewalls, Switches, and Access Points
- Proven experience configuring and maintaining hyper converged infrastructure
- Strong knowledge of cloud computing, and practical experience implementing cloud based solutions (preferably Azure)
- Experience with configuring and managing Azure Active Directory.
- Proven success related to Project management with large complex Infrastructure Projects.
- Ability to automate processes using schedules, scripts and command line interfaces.
- Ability to integrate directly with federated services for Single Sign On and account creation purposes.
- Demonstrated experience with successful creation and management of large multi year budgets.
- Working knowledge of the Municipal Freedom of Information and Protection of Privacy Act.

**For more information or to apply for this position please contact Laura Brooks – Lead, Recruitment & Development, Quantum Technology Recruiting Inc. at laura.brooks@quantum-qtr.com
We encourage interested applicants to reach out in a timely manner.**

It is **imperative** that all **new** applicants to the Board submit an **ORIGINAL** current, satisfactory Vulnerable Screening Criminal Background Check **prior to commencement of employment**.

RCCDSB– Is committed to barrier-free selection processes and therefore if contacted for this position or testing, you should advise the HR Department in a timely fashion of the accommodation measures required to enable you to be assessed in a fair and equitable manner.

Bob Schreader   Mark Searson
Chairperson   Director of Education

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