



DIRECTOR, TECHNOLOGY (INFRASTRUCTURE)

GENERAL RESPONSIBILITIES

Under the leadership of the Chief Information Officer, the position is responsible for providing direction, coordination, and leadership in the implementation of core technologies as well as the maintenance of existing systems and related infrastructure used throughout Virginia Beach City Public Schools. Areas of responsibility include Network Services, Telecommunications, Systems Administration, and Development teams.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Provide strategic direction and oversight of network, telecommunications, servers, applications, and data center services teams.
- Manage and monitor the work performance of staff including evaluating program/work objectives and effectiveness, establishing broad organizational goals, and realigning work and staffing assignments for the department.
- Assist with the development of long-term and short-term technology investments to further VBCPS initiatives and strategic plans.
- Establish efficiency and efficacy standards, providing recommendations for improvement of IT infrastructure.
- Analyze IT infrastructure and systems performance to assess operating costs, productivity levels, upgrade requirements, and other metrics and needs.
- Identify opportunities and lead initiatives for re-engineering of business processes and office functions to improve service.
- Develop project plans and manage project implementation including development of requirements, requests for proposals, procurement, and overall change process.
- Promote and support communication between the Department of Technology (DOT) and the school division (principals, teachers, and other staff).
- Perform related work as required.

KNOWLEDGE, SKILLS, AND ABILITIES

Must have a comprehensive knowledge of communications and information technology systems analysis, design, construction, integration, operation, security, and maintenance. Must have a thorough knowledge of the operation of information systems; methods and practices used in providing required control and security of data and systems; and the principles, practices, and policies of the school division. Must have a knowledge of the principles and practices of process innovation and re-design, project management, contract negotiation, contract management, and customer/vendor relationships. Must have the ability to develop standards and procedures for all aspects of computer systems; establish and maintain effective working relationships with associates, users, and a variety of public, business representatives, and administrators within and beyond the local school division. Must have the ability to manage projects and make decisions independently; supervise the work of others; assimilate, analyze, and evaluate complex technical issues and make decisions on appropriate courses of action. Must have the ability to develop, present, and defend complex and diversified technology issues, reports, and statistics, orally and in writing; write contracts, reports, policies and procedures, and correspondence. Must possess strong organizational, and program development skills, and possess extensive oral and written communication skills. Must be skilled in identifying opportunities and achieving success through effective deployment of technology and developing strategic and tactical communications and information technology plans. A demonstrated intent to implement technology to push the boundaries of what is possible in education and challenge current methodologies is essential to success.



EDUCATION AND EXPERIENCE

Bachelor's Degree in Information Technology Computer Science, Management Information Systems, Business Administration, or similar program; five years' experience in the management of information technology functions. Comparable technical, management, process, and project certifications may be substituted.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public using the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Frequent sitting, walking, bending, grasping, fingering, repetitive motion, reaching, and driving. Occasional standing and stooping. Work involves moderate exposure to loud noises. Ability to lift up to 20 pounds frequently. Requires timely and regular adherence to established work schedules.
Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

Possession of a valid driver's license
Regular and reliable attendance is an essential function of this position.