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POSTING DATE:
May 17, 2017

POSITION:
Chief Information Officer

SALARY:

Starting at $72,058 annually, depending on experience. Plus excellent fringe benefits.

QUALIFICATIONS:

Required: A Bachelor's degree in computer science, business administration, information systems or related field is required. Five years of experience leading an IT organization including supervision of IT staff is required. Experience leading & managing multiple sites. Experienced in SQL database and reporting. Experienced in SQL data base and reporting.

Preferred: A Master's degree in computer science, information technology management, business administration, or a closely related field is preferred. Experience in leading and managing multiple sites.

Note: This will be a public search and final candidates will be asked to provide a candidate bio and make a public presentation.

SUMMARY OF FUNCTION:

Provide direction, guidance, and support on all operational technology matters including architectures, integration, systems, data center, security and data privacy, data management, customer support, enterprise applications, telecommunications, disaster recovery, and all other aspects of the technology infrastructure. Contribute to the implementation of the College's strategic planning goals, mission, vision/values, and budget and serve as the strategic leader for the integration of educational and business technology in support of the College's mission.

TYPICAL DUTIES:

Determine the overall framework for information technology in support of departmental goals and requirements. Create the strategic agenda and develop tactical plans to ensure implementation. Develop and implement a digital strategy that is both aligned with the strategic plan and advances the priorities of the College.

Establish collaborative relationships with colleagues, faculty, staff and vendors to reduce barriers and ensure integration of technology with business to support strategic initiatives.

Coordinate with functional departments and technology users across the College to develop a roadmap for technology with regard to appropriate architectures, platforms and applications to achieve educational and business objectives, as well as identify, implement and optimize business processes through the application of technology.

Participate in the development, negotiation and finalization of all technical support contracts and service level agreements for supported entities; facilitate discussions regarding current and anticipated service requirements, policy changes and alternate approaches.

Develop the team, individual employees, structures, systems, and processes to more effectively accomplish the College's educational and business objectives. Actively participates in Business Process Improvement activities.

Develop a culture that fosters a customer-focused, collaborative, supportive and accountable work environment with a focus on achieving results for the end users and enhancing student success through strong project management.

Improve organizational readiness and responsiveness by encouraging a mindset of technology from a break-fix, reactive approach to a proactive and preventive approach.

Maintain a current business continuity plan for information technology resources. Conduct ongoing risk assessments and audits to ensure that information systems are adequately protected and meet security requirements,

Ensure department evaluation of requests for new technology to determine benefits, costs, required resources, alternatives, feasibility and congruence with existing technologies.

Manage the budget and direct the strategic and tactical goals, policies and procedures of the department.

Other duties as assigned.

CLOSING DATE:

First review of applications begins June 1, 2017. Position will remain open until a suitable candidate is found.

ADDRESS INQUIRIES TO:

Arizona Western College

Human Resources

Phone: (928) 344-7505 / FAX: (928) 317-6001 / TTY: (928) 344-7629

APPLICATION PROCEDURE:

The following materials must be uploaded at the time of application. Any materials submitted via e-mail, fax, or mail will not be accepted. Applications missing any of the below requirements will be considered incomplete and will not be reviewed.

1. Completed application

2. Resume or curriculum vita

3. Cover Letter

4. Unofficial College/University transcripts

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