

TITLE: **Chief Technology Officer**

QUALIFICATIONS:

1. ~~Hold Technical Bachelor's Degree and Master's Degree in Business Administration. Hold BS Degree in related field, at least 10 years of experience in the Information Technology arena, at least 5 years management and strategic experience in this field or MBA/MS Degree in related field.~~
2. Other qualifications as may be deemed essential for successful performance in the position.

REPORTS TO: Superintendent of Schools, or Designee.

JOB GOAL:

~~To provide leadership with the ongoing development and improvement of the district's technology plan and overall maintenance and operation of the network. The Chief Technology Officer (CTO) is responsible for overseeing all technical aspects of the School District. The CTO works with Superintendent for use of technological resources. Using an active and practical approach, the CTO will direct all employees in CIC.~~

PERFORMANCE RESPONSIBILITIES:

1. In consultation with the Superintendent, Assistant Superintendent and Management Team, sets direction for technology in the district.
2. *Establish the District's technical vision and leads all aspects of technological development.*
3. *Directs the District's strategic direction, development and future growth.*
4. *Works in a consultative fashion with other Principals.*
5. *Provide leadership to Principals and support the culture, mission and values.*
6. *Conducts research and case studies on leading edge technologies and makes determinations on the possibility of implementation.*
7. *Acts as a good steward of resources and ensures control of IT and IO departmental budgets.*
8. *Ability to actively communicate, inspire and motivate all levels of staff.*
9. *Ability to think and act strategically and proactively.*
10. *Strong writing and presentation skills.*
- 2-11. Is responsible to update the Technology Plan and consult on grant applications.
- 3-12. Conducts activities/coordination with technology vendors.
- 4-13. Responsible for overall maintenance and operation of network.
- 5-14. Responsible for operation of PBX telephone systems.
- 6-15. Coordinates phone issues with facilities.
- 7-16. Coordinates technology RFP's/Bids.
- 8-17. Coordinates RMA's.
- 9-18. Finds cost effective solutions to technology issues and current and proposed technology applications.
- 10-19. Benchmarks with other districts, educational institutions, and companies.

