



Position: Information Technology Director
Department: Information Technology (I.T.)
Position Type: Full-Time
Reports to: Head of School

SPIRITUAL:

- Seek to role model in attitude, speech, and action a consistent daily walk with Jesus Christ
- Motivate others to accept God's gift of salvation and grow in their faith
- Follow the Matthew 18 principle in dealing with students, parents, staff, and administration
- Lead others to a realization of their worth in Christ and cultivate their growth in Christ-like character
- Subscribe to and promote the statement of faith
- All staff are ministers of Christ

JOB DESCRIPTION:

The Information Technology Director's role is the management the school's information technology (I.T.) infrastructure operations.

- Develop and continuously refine the vision and mission for information technology infrastructure.
- Manage the Information Technology team (I.T.) including Assistants and Specialists.
- Provide school-wide information technology infrastructure which is highly available, resilient, and performant.
- Develop and manage budget, procurement, administration, support, security, and continuity of information technology infrastructure including computing, network, and core business and academic information systems.
- Serve as lead technical authority in the school's business continuity plan.

Minimum Qualifications:

- 5yrs+ experience as technology executive or management professional in the technology sector
- Strong interpersonal skills and ability to effectively communicate with teams across the entire organization

- Strong knowledge of project management principles
- Strong knowledge of cybersecurity
- Strong knowledge of Microsoft 365, Microsoft Azure, and SaaS
- Strong knowledge of networking including cabling, firewall, switches, routers, Wi-Fi, etc.
- Strong knowledge of devices and operating systems including MS Windows, MacOS, iOS, Android

Preferred Qualifications:

- Master's Degree in Educational Technology, Information Technology, Information Management, or comparable degree
- Experience in the education sector and the administration of educational systems and applications
- Web development including HTML, JavaScript, PHP, CSS, WordPress