

IT DIRECTOR/CTO

Position Summary

Identifies trends and developments in information technology, assesses related impact upon business operations, and recommends implementation of technology or services that support the strategic direction of the University. Leads and develops managers, supervisors and/or staff such that their career aspirations are realized.

Key Roles and Responsibilities

Responsible for establishing the department/school/unit's information technology strategic direction while supporting the University's mission. Directs or contributes to the strategic planning process including both short and long term initiatives.

Provides strategic and operational direction for designing, planning, implementing and maintaining the organizations information technology resources. Participates in negotiating budgets at the departmental or organizational level and is accountable for managing budgets across units.

Oversees the implementation efforts of new technology and/or communications equipment or services.

Identifies and facilitates strategic partnerships between the IT function and various groups within the University to ensure quality, consistency, service, utilization or availability of IT resources across the University.

Creates opportunities for technology professionals from various disciplines to communicate and collaborate on initiatives to develop a more institutionalized framework for provisioning technology and technology related services.

Develops relationships with technology professionals in peer institutions or organizations from which the exchange of information, ideas and best practices can be cultivated.

Collaborates with internal customers to enhance services, improve processes, eliminate non value added tasks, streamline the delivery or increase the utilization of information technology equipment and/or services.

Reviews and evaluates recommendations for project feasibility assessments, cost/benefit calculations, risk factors or situations, and authorizes technology related projects, including purchases, implementation plans and strategies.

Serves as a senior management executive for the department/school/unit and liaisons between the technology function and the senior management. Presents proposals for technology equipment/services/risk prevention that support the department's strategic direction, short and/or long range initiatives and priorities.

Provides leadership and guidance to subordinate managers and / or supervisors in the planning, designing, development and installation of technology projects, including team leadership and communication.

Prepares and administers technology budgets and approves expenditures, ensuring proper accounting practices are adhered to.

Develops trusting relationships with senior leadership as well as subordinates/staff. Communicates priorities and expectations, implements a fair and practical process for monitoring achievements; rewards initiative and calculated risk-taking.

May oversee the allocation of centrally provisioned technology resources and services.

May manage a large, complex department/school/unit with multiple layers of managers, supervisors and staff.

May contribute to the University's long term information technology needs and recommends to the University's senior leadership the technology strategies, equipment and application requirements for optimal performance. Demonstrates organizational savvy.

May contribute to the development of institution wide information technology policies, procedures or processes and supports the implementation of same.

