

Director of Network Security
New Hanover County Schools

Job Description

Class: Classified
Dept: Technology

TITLE: Director of Network Security

QUALIFICATIONS:

1. Bachelor's degree in Computer Science, Information Technology, or a related field or equivalent combination of education and experience.
2. Five or more years of experience in network administration
3. Three years of experience in network security
4. Valid North Carolina driver's license.

REPORTS TO: Assistant Superintendent for Technology and Digital Learning

JOB GOAL: Design, implement, oversee and maintain IT security measures within NHCS. Manage vulnerabilities and threats while developing strategies to handle security incidents. Develop and enforce policies and procedures for use of the IT resources and infrastructure. Develop and implement education programs for end user awareness as well as safety and security compliance.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES:

1. Follow all rules, policies and procedures of New Hanover County Schools, along with state and federal regulation pertaining to schools and technology.
2. Develop, update, and implement security measures and controls.
3. Secure digital files and information systems, protecting them from unauthorized access or tampering.
4. Provide technical support and monitor security access.
5. Perform regular internal and external security audits.
6. Analyze the source of security breaches.
7. Recommend and implement security tools and anti-malware software.
8. Determine, adapt, and maintain district security procedures and policies.

9. Provide staff with security awareness training.
10. Inform management of security vulnerabilities.
11. Identify cybercrime perpetrators and liaise with the appropriate authorities if necessary.
12. Implement and maintain firewalls to protect network infrastructure.
13. Research best ways to secure company-wide IT infrastructure.

The above statements describe the general nature and level of work being performed by the individual assigned to this job. This is not intended to be an exhaustive list of all responsibilities and duties required of personnel so employed.

Terms of Employment: Twelve-month work year/At Will/FLSA Exempt

Starting Salary and/or Grade: SAV

Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board and local policy on evaluation of personnel.

Knowledge, Skills and Abilities:

- Demonstrate a strong knowledge of endpoint protection, antivirus/anti-malware.
- Demonstrate a strong knowledge of Cisco network equipment, including but not limited to ASA, FirePOWER, IronPort WSA, Nexus (NX-OS), ISE.
- Demonstrate strong knowledge of security devices, routers, and switches; protocols (TCP/IP, DNS, SSL,SMTP SNMP, NTP FTP, HTTP, HTTPS); network monitoring tools and security; basic office tools, spreadsheets, word processing, and presentation generation tools.
- Demonstrate a strong knowledge of Microsoft Active Directory management including SCCM.
- Demonstrate a strong knowledge of the principles of enterprise wireless security and management.
- Demonstrate functional knowledge of account provisioning, management, and automation.
- Maintains detailed documentation regarding network configuration, operating procedures, and service records relating to network security.
- Demonstrate functional knowledge of general programs, policies, and practices used in educational organizations; computer software installation and training.
- Demonstrate functional knowledge of long range and strategic planning concepts; ability to effectively administer a variety of projects/abilities simultaneously.
- Ability to analyze problems, identify alternative solutions, project consequences or proposed actions and implement recommendations in support of goals.
- Demonstrate strong knowledge of cloud cybersecurity.
- Ability to interface with vendors, staff and law enforcement over security matters.