

	<h2>Director of Technology</h2>	<p>Classified Management Position</p> <p>Initial Date: February 4, 2013</p> <p>Board Approval: March 26, 2013</p> <p>Revision Date: December 1, 2022</p> <p>Salary Schedule: Director I - MHELA</p> <p>Reports to: Assigned Administrator</p>
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DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES:

Under the supervision of the Deputy Superintendent, this position is responsible for installation, configuration, operation, and maintenance of systems hardware and software and related infrastructure as well as the network infrastructure for the entire school district, including VoIP, wireless, video, and other communication technologies, ensuring that system hardware, operating systems, software systems, and related procedures adhere to best practices and industry standards. Provides leadership and oversight of District technology support functions to other departments.

REPRESENTATIVE DUTIES:

- Assist in developing, implementing, testing and maintaining server level disaster recovery plans
- Evaluate, test, and deploy all software and hardware upgrades to the server and storage infrastructure
- Implement and administer an industry standard active directory services infrastructure
- Operate and create images for a variety of operating systems, including those for mobile devices
- Setup and manage replication, backups, and monitoring as well as servers, stacks, and storage arrays
- Partner with other departments on assigned technology-related projects and on protocols for using technology for greater efficiency
- Recommend and implement strategies to improve network performance, security and productivity of services throughout the district
- Produce sound and secure network designs according to industry best practices
- Deploy network equipment including, but not limited to, switches, routers, wireless, IP telephony, IP-based security and A/V equipment
- Document network architecture, infrastructure components and Standard Operating Procedures
- Provide and oversee on-call support for district network and services
- Lead an effective service department that provides prompt and friendly help-desk services to all district staff
- Maintain accurate and up-to-date inventory records of networking hardware and software
- Implement/improve network and server monitoring capabilities; report network performance statistics to management on a regular basis
- Guide technology grant funding as opportunities become available including leading and implementing the District's eRate program
- Supervise all technology services staff with direct responsibility for interviewing, hiring, and training employees; planning, assigning and directing work; appraising performance; and resolving problems
- Actively plan and manage technology staff meetings
- Supervise, train, support, and evaluate classified staff
- Perform other related duties as assigned

KNOWLEDGE AND ABILITIES:

- Strong database experience developing complex structured query language
- Strong expertise on virtualization software and hardware
- Advanced knowledge of installations, upgrades and troubleshooting of industry standard servers and web application servers
- In-depth knowledge of active directory and Windows technologies
- Have thorough understanding of active directory domain controller design, schema,

- organizational unit design, replication topology, backup/restore procedures
- Have working knowledge of moving data between servers and databases
- Have excellent working knowledge of domain name system, group policy object, ability to automate the Windows environment
- Strong technical aptitude and ability to research and solve complex issues independently
- Strong skills in software and hardware instructional programs
- Strong written and verbal communication skills
- Complete understanding of all layers of open systems interconnection model
- Knowledge and understanding of all communication protocols between computing systems and in telecommunications
- Extensive design experience in current industry standard technologies involving quality of service, network redundancy/failover, network security and many more.
- Knowledge of firewall architecture hardware and software configuration
- Integration with telecom providers ranging in various transmission mediums
- Setup wireless networks with controller and non-controller based management systems
- Ability to create and present data and information to the executive cabinet, board members and the public

EDUCATION AND EXPERIENCE:

- BA or BS in Computer Science, Computer Engineering or equivalent computer science major (relevant experience may be considered in lieu of a degree)
- 3+ years experience with computer/server hardware and software or network design and architecture experience

LICENSES AND OTHER REQUIREMENTS:

- Requires possession or acquisition of a valid driver's license
- May require pre-employment physical examination

WORKING CONDITIONS:

ENVIRONMENT:

- Ability to deal with angry/upset people in a calm and professional manner.
- Work environment is a combination of an office setting and occasional travel

PHYSICAL DEMANDS:

- Requires willingness and ability to work effectively and move about in an office and travel to local areas
- Physical, mental and emotional stamina to work an eight-hour or longer shift under stressful conditions, with frequent distractions and interruptions
- Ability to sit for extended periods of time
- Ability to lift up to 40 pounds on an intermittent basis
- Sufficient mobility to enter/exit a vehicle and drive to various locations
- Sufficient mobility to lift, carry, bend, stoop, push/pull, stand and walk to install, repair and transport technology equipment
- Sufficient hand/eye coordination and manual dexterity to use a wide variety of office and technology equipment, to keyboard and write, file and maintain records

HAZARDS:

- Occasionally working in a cramped or restrictive work area

EMPLOYMENT STANDARDS:

Dexterity and physical condition to maintain a rigorous work schedule and meet standards of physical and mental health. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position. Individuals must maintain a professional attitude and appearance.