

EDUCATION AND EXPERIENCE:

Any combination equivalent to: bachelor's degree in business administration, computer science, public administration, or closely related field from an accredited college or university, and seven years of extensive management experience in progressively responsible positions in a complex organizational and large scale technology environment. A Master's degree in education, business administration or computer science is desirable.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license, required.

WORKING CONDITIONS:**ENVIRONMENT:**

Is subject to inside environmental conditions; subject to driving to county sites to conduct work; may be required to attend periodic evening meetings and/or to travel within and out of VCOE boundaries to attend meetings; may be required to work evenings or weekends.

PHYSICAL ABILITIES:

Perform work that is primarily sedentary; sitting for extended periods of time, hearing and speaking to communicate and exchange information, walking, seeing to observe accuracy of reports and documents, and dexterity of hands and fingers to operate office equipment. Should an applicant require reasonable accommodation, the Ventura County Office of Education Office will consider that upon request.

SALARY RANGE:

Salary is competitive and based on qualifications and experience.

SELECTION PROCEDURES:

Applications will be reviewed for completeness and relevance including reference checks. Those who are considered to be most qualified will be scheduled for interviews with a selection panel.

Any attempt to directly contact the Superintendent with the intent of influencing the selection process will be considered a breach of professional ethics and disqualify the applicant from further consideration.

This position may require membership in Public Employees Retirement System (PERS). PERS requires employers to verify actual social security number; therefore, your original social security card will be necessary upon employment.

Employees who may be required to drive their personal vehicles on official business must provide a certificate of adequate liability insurance on the vehicles to be used.

A statement of "freedom from tuberculosis" is required.

FINGERPRINTING: State law requires that all employees be fingerprinted to check for or verify conviction records. AB1610 prohibits an employer from employing a person until the DOJ completes its obligations regarding the arrest and conviction information, and from employing a person who has been convicted of a violent or serious felony, as defined.

If qualified and interested, applications may be obtained from Human Resources, 5189 Verdugo Way, Camarillo, CA 93012 or apply online at www.edjoin.org.

All application materials must be submitted with a VCOE application as a complete package. A complete application package must include the following:

- Completed classified application form
- Letter of introduction telling why you feel qualified for this position and what you have to offer VCOE
- Resume
- Three current letters of reference (2015 to Present)
- Degrees, Transcripts and/or licenses

Incomplete application packages will not be considered. Submitted materials become the property of the VCOE and will be considered for this position only. VCOE will not return application materials. Applicant is responsible for making copies of all materials and bears the sole responsibility for ensuring that the application package is complete when submitted. Loose material submitted independently of the application package will not be accepted. Applications will be held in strict confidence.

Hard copy application & a hard copy of materials are not required if applying online at www.edjoin.org.

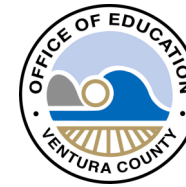
Application packets may be submitted to:

Julie Barron/Human Resources
Ventura County Office of Education
5189 Verdugo Way, Camarillo, CA 93012

For additional information, call 805-383-1913.

"Commitment to Quality Education for All"

The Ventura County Office of Education is an Equal Opportunity Employer



Ventura County Office of Education
5189 Verdugo Way
Camarillo, CA 93012

CHIEF TECHNOLOGY OFFICER

Technology Services

Annual Salary Range:
\$110,038 - \$143,781

Generous Benefit Package

This position is with the Technology Services Department with the Ventura County Office of Education. It is a 12 month work year, 224 contract days.

BASIC FUNCTION: Under the general direction of the Associate Superintendent of Fiscal and Administrative Services, provides leadership in developing the information and educational technology services, vision and policy for the Ventura County Office of Education (VCOE); shapes and directs both immediate and long range strategic information systems requirements; operates core information technology resources and services and manages the centralized aspects of those resources necessary to support the educational and business mission and priorities of VCOE; oversees long-term planning and delivery of services in the area of educational technology, information systems, software applications, data center operations, telecommunications, network operations, enterprise systems and comprehensive client support services.

Application Submission Deadline:

May 14, 2017 at 5:00PM

REPRESENTATIVE DUTIES:

- Provides strong, collaborative, forward thinking and responsive leadership in the development, management and maintenance of VCOE's technology programs and services and formulation of strategies that address both immediate and future technology needs and services. **E**
- Provides vision and leadership to assess potential areas of opportunity in which technology can facilitate delivery of VCOE's services and programs, enhance operational effectiveness, and accelerate student achievement. **E**
- Participates as a member of the Superintendent's Council for overall planning and direction of VCOE's functions and services; advises the Superintendent regarding use of resources, priorities, program opportunities and methods to enhance the delivery of programs; and creates an effective environment and understanding of technology for team members. **E**
- Plans, organizes, and provides overall direction for the development of a technology architecture and governance framework that defines the working relationship of technology components. **E**
- Develops and implements internal policies, procedures and planning for the use of technology. **E**
- Plans, organizes, and provides overall direction for the review and analysis of organizational business processes, including payroll processing, to ensure effective technology support for the processes. **E**
- Monitors and evaluates technology performance. **E**
- Manages client relations to ensure development of service-objective expectations for technology services. **E**
- Collaborates with VCOE branch and department administrators and staff as well as with district superintendents and staff to ensure that information technology resources and services are aligned with the mission and strategic priorities of the County Office. **E**

- Plans, organizes, and provides overall direction for integrated planning of all administrative and educational computing, telecommunications including system and software acquisitions, network design and implementation; ensures the delivery of information technology services, including all aspects of technology infrastructure and the comprehensive educational technology plan, to reduce costs and improve operational efficiency. **E**
- Provides management oversight for computing, information processing and communications resources across systems; directs and coordinates cooperative working relationships between centralized and distributed technical operations to achieve effective and cost beneficial VCOE-wide solutions and comprehensive services to all clients with the effective and creative use of technology. **E**
- Leads technology staff in implementing strategic plans and supporting on-going technology programs, including training efforts for users of all software modules via utilization of both internal and external resources. **E**
- Recommends vendor contracts covering the acquisition of equipment, software and services, including the installation and on-going maintenance of the information technology inventory. **E**
- Serves as an advocate for Ventura County districts in the technology area and confers with school district representatives on technology matters impacting California schools. **E**
- Serves on VCOE's Superintendent's Council and a variety of statewide school business and technology committees. **E**
- Represents VCOE and Federal officials as requested; makes presentations to associations, community groups and others regarding VCOE matters and assigned subject or program areas.
- Plans, directs and oversees the Technology Services Department and formulates and manages the department budget. **E**
- Attends various professional meetings to remain current concerning trends in the field. **E**
- Perform related duties as assigned. **E**

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Principles, practices, and techniques for the operation of both computer and large-scale, high volume data processing operations providing complex services to users.

Principles and practices of personnel management and budget development and administration.

Principles and methods for establishing goals, objectives and implementation plans to accomplish data processing solutions for identified needs.

Role of information and educational technology in an educational agency.

Emerging technologies and best practices.

Business process documentation, re-engineering and improvement.

Educational technology facilities and equipment, including sources of funding for educational grants and related technology functions for educational agencies.

VCOE organization, operations, mission and objectives.

Public speaking and presentation techniques.

Oral and written communication skills.

Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Plan and direct a large complex operation that involves coordination and integration of multiple interrelated activities.

Formulate and implement program goals, objectives, and schedules.

Develop and implement strategic plans and changes required to achieve goals and objectives.

Communicate effectively, both orally and in writing.

Supervise, train, and evaluate the work of assigned staff.

Establish and maintain excellent collaborative relationships with executive staff and vendors, and clients.

Conduct meetings utilizing consensus building techniques and conflict resolution strategies.

Interpret, develop, apply and explain complex rules, regulations, policies and procedures.

Maintain current knowledge of rules, regulations, requirements and restrictions related to employee matters.

Lead group meetings and collaborative decision processes.

