Dean of Information Technology

Title of Position: Dean of Information Technology

Bargaining Unit/Salary Range: Confidential; Level 7; Salary range: $68,800 - $86,540

Responsibilities: The Dean of Information Technology reports directly to the College Presidents of Eastern Maine Community College and Washington County Community College (time will be split between the two colleges' each week). The Dean of Information Technology provides strategic leadership in the planning, organization, and evaluation of the colleges' technology services. This position will provide guidance and direction for the strategic application of technology solutions across the assigned colleges. This position will ensure that the colleges' IT operations and the colleges' Strategic Technology Plans align with the colleges' and System Office strategic plans, goals and objectives and act as a partner. As further directed by the College President, the Dean of Information Technology will provide leadership for the design, deployment, and maintenance of college network environments and equipment; desktop solutions and applications; college telecommunications equipment; multimedia equipment; SIS infrastructure; help desk services and college IT security management. As a key member of the IT Services management team and at the direction of the College President, the Dean is responsible for: 1) directing and performing the day-to-day IT support operations of the college technology staff; 2) continual service improvement; 3) project planning; 4) budgeting; 5) vendor relations; 6) personnel management.

Minimum Qualifications: Bachelor's degree with 4-7 years of information technology experience essential. Master's degree in information technology or related discipline; one or more of the following certifications: ITIL, A+, Network+ or Security+, CCNA, or MSCA, as well as 3 years of experience with securing and protecting information systems desired.

Preferred Knowledge, Skills and Abilities:
- Knowledge and understanding of current and developing information technology standards; desktop, multimedia, and local network security practices; design and support of desktop systems, printers and peripherals; local area network equipment, multimedia systems; and general trouble-shooting techniques.
- Knowledge of strategic and operational planning in support of information technology equipment, project management processes and procedures, and financial/business analysis techniques; instructional technology systems and how they support and extend the learning environments; current trends and developments in the support and maintenance of desktop, multimedia, and local area network systems.
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Skill in organizing resources and establishing priorities, evaluating technical staff, and integrating best practices into current operations.
- Ability to develop requests for and evaluate proposals for college technology.
- Ability to provide operational support and guidance to college technology staff in the assessment and development of existing and/or proposed systems, follow best practices and appropriately secure local technology resources, and foster a cooperative work environment.
- Strong interpersonal and problem-solving skills with the ability to work collaboratively in a diverse group.

Benefits: Employer paid health, dental and life insurance for employee, option of Maine State Retirement or TIAA-CREF, along with a generous paid leave policy.

Application Procedure: Submit cover letter, resume, application, and three current professional references to: resumes@emcc.edu. Deadline for submission is February 28, 2019.

Institutional Summary: Collectively, Eastern Maine Community College and Washington County Community Colleges offer over 30 one and two year program options, as well as short term and specialized training and retraining courses for business, industry, and the community. We award associate in applied science, associate in science, and associate in arts degrees; certificates; diplomas; and documents of completion for customized, short-term programs and courses. The campuses are located in Bangor and Calais, just a short drive from Maine's scenic coast and mountains.

Eastern Maine Community College and Washington County Community College are equal opportunity/affirmative action institutions and employers.