Crescent School

Founded in 1913, Crescent is an independent school for boys from grades 3 - 12, located on a park-like 30 acre campus in midtown Toronto. Our students are encouraged to strive for excellence, and to develop their talents in the areas of academics, arts and athletics. Faculty and staff alike model Crescent's core values of respect, responsibility, compassion and honesty as we foster the development of our graduates to men of character from boys of promise.

Crescent School invites applications for the following position:

Manager, Information Technology

Summary

Reporting to the Director of Innovation and Technology, the Manager of Information Technology is responsible for the effective operation of Information Technology (IT) services and support across the School. The incumbent is responsible for participating in IT strategic and tactical planning and identifying, selecting, and deploying the appropriate technology resources that will support the School's strategic plan; overseeing IT project and resource management; managing IT staff, and; communication with key stakeholders.

Responsibilities:

- Assists with the development and execution of the strategic direction for IT based on the School's strategic plan including making recommendations for the acquisition, maintenance and repair of software, hardware and equipment
- Ensures that adequate risk management policies and procedures exist, develops and updates policies, including disaster recovery, computer use policies, privacy of information, data and network security
- Keeps informed of new and emerging trends and technologies that provide clear benefits to the School
- Participates in the recruitment of IT professionals and provides coaching, feedback, growth opportunities and manages the performance of all employees under supervision
- Provides internal IT support including server security, software updates, hardware maintenance
- Identifies, tracks and resolves system and software issues and develops appropriate performance metrics and action plans to ensure maximum security, network reliability and uptime
- Develops and manages service level agreements and relationships with external vendors to ensure efficient and cost-effective acquisition of technology purchases
- Oversees project management for IT-related undertakings, including clear capture of business requirements, provision of functional deliverables, milestone planning, and project post mortems
- Provides and oversees the delivery of appropriate IT training and ensures that appropriate solutions to, and support for, the School's computer users is provided in a professional and expedient manner
- Assists in developing and managing a budget for technology, IT services and staff

The successful candidate will have:

- At least 3 years of experience in a senior technology role coupled with a BSc in computer science or equivalent and/or extensive work experience in the field of IT management
- Expert knowledge of all Citrix, Dell, Blades, SAN, HP, Aerohive systems, operating systems switches and routers, network applications, and related protocols
- Has good knowledge of network provider/carrier services, network engineering (hardware/software), network design and planning and advanced knowledge of network tools used in supporting multi-platform environments
- Able to manage multiple projects and deadlines and adjust priorities accordingly
- Has well-developed problem-solving skills with a focus on creative resolution and continuous improvement
- Growth mindset, curiosity and willingness to accept new perspectives
- Compassion, and a desire to cultivate courage and nurture connection
- A passionate team player and strong contributor to a coaching culture of growth and flourishing
- Emotional intelligence, resilience and energy
- Adept at coaching and empowering others, collaborating and building community while fostering innovation and change
- Able to create and execute a strategic vision
- A strong desire to become fully immersed in the School's positive and progressive culture

Crescent School offers an excellent working environment and a competitive compensation and benefits package. If you exude passion, creativity, commitment, courage and fun, you will make an impact here! Please apply online at *crescent.simplication.com* by creating a 'Management and Professional' account and uploading your letter of application and resume by **Thursday, July 26, 2018.**

Accommodation for job applicants with disabilities is available upon request.
For further information about Crescent School and employment opportunities please visit our website at www.crescentschool.org . We are actively engaged in building a more diverse school and encourage all qualified applicants to apply. We thank all candidates in advance; only those being offered an interview will be contacted. No phone calls please.