The Executive Director, Software and Data Solutions is responsible for managing the lifecycle of the District’s extensive portfolio of business and student software solutions. Assist departments and schools with their strategic software planning, selection, implementation and supports needs. Serve as a broker for introducing new technologies and vendors to academic leaders, faculty and central office departments. Collaborate with software partners to drive key improvements to their products that benefit the District. Serve on software technology governance committee(s) to assist with driving business value from core software solutions. Responsible for the transition of on premise software solutions to the cloud. Ensure integration of the multiple cloud services platforms that contain the District’s strategic portfolio of software solutions. Provide technology solutions for data visualization, machine learning, analytics, reporting and data warehousing. Participate in Data Governance Committee activity. Collaborate with the internal legal department or contracted legal firms to help establish data sharing and compliance agreements.

**Job Description:**

**ESSENTIAL DUTIES & RESPONSIBILITIES**

**Business and School Software and Technology Solutions**
- Lead district transformation through the development and support of innovative and cost-effective software solutions.
- Assist in the creation of short-term and long-term software product solution strategies.
- Partner with departments and schools to identify new solutions and/or improvements to existing solutions to yield measurable business value.
- Management of software solutions and systems for student lifecycle management to include learning management, student management, unified classroom management, etc.
- Collaborate with school technology personnel, internal technology divisions, and solution vendors to establish school technology standards.
- Negotiate contracts and manage relationships with multiple external service providers.
- Manage software solutions provider’s compliance with Service Level Agreements (SLAs).
- Develop and maintain an enterprise-wide online mobile application store.
- Develop, maintain and enhance the District use of bot technology.
- Provide software development, system and data integration capabilities where needed.
- Direct the planning, design, development, deployment, quality, and support for business and student software solutions.

**Data Solutions:**
- Provide leadership in the development and implementation of the District’s information management and business intelligence (BI) architecture strategy.
- Articulate the value of BI and analytics solutions across the District partnering closely with key stakeholders in functional areas.
- Work closely with district leaders to identify opportunities to operationalize specific metrics, models or insights and automate tools and dashboards to provide real-time insights.
- Develop strategies to create and maintain insightful automated dashboards and data visualization to track core metrics and extract useful insights for the District.
- Provide business intelligence expertise and consultation to internal stakeholders as needed.
- Participate in Data Governance Committee activity.
- Drive the development and execution of the enterprise data warehousing and data architecture.
- Establish and ensure adherence to a set of guiding principles for data warehousing and analytical practice.

**QUALIFICATIONS:**

**Knowledge, Skills and Abilities**
- Expertise in contract negotiation, technology procurement and sourcing strategies
- Ability to perform cost benefit analysis, and market and competitor analysis
- Expertise in technology and vendor evaluation
Executive Director, Software and Data Solutions

- Knowledge of a broad range of cloud software and platform services
- Knowledge in cloud integration services
- Working knowledge in AZURE DevOps delivery services
- Excellent written and verbal communication and negotiation skills
- Strong problem solving, and analytical and decision-making skills
- Ability to communicate and build relationships outside of the department including outside the District

**Experience:**
- Ten (10) years of IT management experience
- Experience in enterprise software and data integration
- Experience in mobile application development
- Experience in Artificial Intelligent (AI) technology deployment
- Experience in various cloud solution offerings—e.g., SaaS, PaaS, and IaaS
- Experience in data modeling and warehousing, business intelligence including data visualization and analytics best practices
- Experience in software development and management, and cloud-based delivery services
- Experience or working knowledge of data mining tools such as BI, SAS, Python, SPSS, and R. and predictive modeling

**Education:**
- Bachelor’s degree in information systems, management information systems, computer science, business or related field
- Master’s degree preferred but not required

**WORK ENVIRONMENT:**
The characteristics listed below are representative of the work environment typically encountered by an individual while performing the essential duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

- While performing the duties of this job, the employee is exposed to a normal office environment
- Some travel may be required for training/meetings

**NOTE:** The above stated duties are intended to outline those functions typically performed by individuals assigned to this classification. This description of duties is not intended to be all-inclusive or to limit the discretionary authority of management to assign other tasks of similar nature or level of responsibility.

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