

# Chief Technology Officer

## Office of Superintendent

*Other - Position - Non-Certified*

**Job Number** 4600191840

**Start Date**

**Open Date** 12/04/2019

**Closing Date**

Under the Superintendent's direction, the Chief Technology Officer (CTO) will lead and supervise all activities performed in the Office of Information & Technology (OIT) and operate as a strategic business partner for schools, central office, and community partners. S/he crafts the Technology vision for the School District and operates with a sense of urgency with respect to implementing technological aspects of district initiatives and managing all core applications and all data management services. The CTO is responsible for long range technology planning, preparation and management of technology capital, and the respective OIT departmental operating budgets. The CTO applies strategic use of resources to achieve planned objectives and realize cost efficiencies where possible. S/he takes leadership to identify and realize technology infrastructure improvements, business process improvement opportunities, and areas to further integrate the use of technology and meaningful data efficiencies to positively influence the classroom, the district and the engagement of community partners. The CTO serves as a strategic advisor to the Superintendent on technology-related issues, while overseeing day to day operational and management aspects of the IT department – divided into 3 core teams: End-User Services, Infrastructure and IT Security, and Data Exchange Management / Operations. S/he seeks to maximize usability and access to technology while positively and proactively supporting strong investment governance, change management planning, and the support of broad district-wide data services security.

**Reports To** Superintendent of Schools

**Salary**

Aligned to the Chief Salary Schedule (\$148, 366 annually)

FLSA Status: Exempt

Work Year: 12 Months

### **Qualifications**

Candidate must be enthusiastic about the fundamental goal of advancing student achievement in public education.. We are a hard working team focused on results and expect the pursuit of excellence in all aspects of the organization. In addition, we are seeking candidates with the following educational and experience requirements and knowledge, skills, and abilities:

Education and experience requirements: Master's degree in Business Administration, Information Systems, Computer Science or an equivalent combination of experience and education; Experienced leader and manager with a track record of execution of programs, strategies, and initiatives; Prior experience with school districts a plus; Prior experience as a CTO is a plus.

Knowledge, skills, and abilities: Familiarity with various disciplines within information

technology, e.g., networking, applications, quality assurance, infrastructure; Ability to organize and supervise effective informational and instructional technology, data management programs and services, and data security; Able to promote informational and instructional technology and data management practices as a part of the total management process; Excellent oral and written communications and presentation skills and ability to clearly articulate, the OIT strategic direction and technology concepts to all levels of the district; Able to build relationships with multiple internal and external stakeholder groups; People leader who can lead, grow and develop staff; Possesses the know how to collaborate with and bring about consensus among disparate groups; Service-oriented individual; Strategic thinker; Budget and resource management skills; Able to develop a vision for Technology that supports the broader District vision for reform; Familiar with the challenges, objectives and goals of public education; Knowledge of research in the area of technology in school administration; Knowledge of sound technology policies and practices, ethical issues and guidelines; Big picture thinking with a willingness to understand the details where necessary; Proficient user of common business technologies and ability to understand programming preferred.

**Residency Requirements** City of Pittsburgh Residency Required

**Essential Job Functions**

Establishes the technology vision and goals of the Pittsburgh Board of Public Education.

2. Creates and implements a strategic plan for the Office of Technology that it includes its core sub-departments: End-User Services, Infrastructure and IT Security, and Data Exchange Management / Operations.
3. Establishes the technology standards and policies of the Pittsburgh Board of Public Education.
4. Manages the budget development, applies resources strategically, and aggressively seeks out opportunities to reduce annual cost of operations through technology.
5. Maintains an active relationship with the Pittsburgh technology community to lead new opportunities strengthen the district's regional relationship.
6. Support the Department of Data, Research, Evaluation and Assessment (DREA) with all state, federal and local compliance reporting through the available district data sets.
7. Work in conjunction with DREA and the Executive Cabinet to prioritize the development and expansion of the data warehouse, by taking into consideration the consistent management of IT operational tasks and new development opportunities (prioritized by DREA and the Executive Cabinet).
8. Leads a staff to deliver day-to-day activities and to continuously improve performance in the areas of informational and instructional technology, information management, network and technology services operations, end-user services, and data management services (ETLs, APIs, DW development, etc).
9. Leads the day-to-day efforts associated with sound documentation and risk analysis required to support an enterprise level application portfolio for all aspects of the district's work.
10. Ensures that the Office of Technology provides value-added, cost effective service to District and Schools.
11. Serves as liaison to the Board for Technology and to key community groups and partners.
12. Collaborates with District staff and Cabinet leaders to enhance technology and related services delivered to students, staff, schools, parents and partners.
13. Oversees a competency-based screening and selection process of technology programs and support the inclusion of a technical leadership perspective when it comes to all decisions.
14. Helps encourage, plan and support training to District staff on technology programs.

15. Oversees the maintenance of technology application portfolio.
16. Oversees processes and process improvements related to better district data management and operations.
17. Manages, develops, and evaluates Office of Technology staff, quickly and effectively addressing performance issues, and ensuring that the staff stays motivated and active in the changing industry of technology.
187. Serves as an active participant of Superintendent's Executive Cabinet.
19. Other Duties as assigned by Supervisor.

**Additional Job Information**

**Physical Demands:**

This position is primarily sedentary in nature. Employee will be required to operate computer system for data entry, and have the ability to complete necessary paperwork. This position requires minimum physical effort and not subjected to Occupational Health and Safety risks. Pressure and long hours are anticipated working in an environment characterized by tight timelines and highly visible and important initiatives.

**Work Environment:**

Employees of the Pittsburgh Public Schools engage in the extremely important and fulfilling job of educating students in the City of Pittsburgh. Employees must believe in, value and be committed to the educability of all; must promote the school and district vision of high standards of learning and academic rigor, continuous school improvement, and the inclusion of all members of the school community; must be willing to work in a high stress environment while maintaining the energy necessary to meet the responsibilities and expectations of the position.

- Work in close collaboration with staff at multiple sites and multiple disciplines
- Frequently required to work at fast pace
- Comfort with ambiguity
- Requires considerable concentration and creativity
- Subject to stress caused by a changing environment, diversity in the organization, tight deadlines and work load.

ADA: The employer will make reasonable accommodation in compliance with the Americans with Disabilities Act of 1990.

This job description will be reviewed periodically as duties and responsibilities change with business necessity. Essential and marginal job functions are subject to modification.

**Other Information:**

Certain transfers and promotions, pursuant to state legislation, may require an employee or interested applicant to obtain an Act 151 Clearance at a cost of \$10, an Act 34 State Criminal Clearance at a cost of \$10, and an Act 116 FBI Clearance at a cost of \$36 paid for by the interested applicant or employee. Negative reports will be reviewed on a case by case basis and appropriate action will be taken.

The Pittsburgh Public School District is an equal opportunity education institution and will not

discriminate on the basis of race, color, national origin, gender, sexual orientation, age or disability in its activities, programs or employment practices as required by Title II of ADA, Title VI, Title IX and Section 504. It is the policy of the Pittsburgh School District to make all programs, services, activities and facilities available and to provide reasonable accommodations to persons with disabilities. For information regarding accommodations, civil rights or grievance procedures, contact Manager, Employee Relations, 341 S. Bellefield Avenue, Pittsburgh, PA 15213-3516

The Pittsburgh Public Schools (PPS) does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities, career and technical education programs or employment and provides equal access to the Boy Scouts and other designated youth groups. It is the policy of the Pittsburgh School District to make all services, programs and activities available and to provide reasonable accommodations to persons with disabilities. Please make requests for accommodations at least 72 hours before the scheduled event. For more information regarding accommodations, civil rights grievance procedures, please contact: Office of Employee Relations, 341 S. Bellefield Ave, Pittsburgh, PA 15213 or 412-529-HELP (4357).