



**Public Charter
SCHOOL DISTRICT**

DIRECTOR OF Information Technology

Job Brief

The South Carolina Public Charter School District (PCSD) is looking for an energetic and self-motivated Director of IT responsible for designing, implementing, and maintaining the technology foundation of the PCSD, ensuring smooth operations, efficient use of resources, and security of the IT environment.

The ideal candidate is inspired by the PCSD mission, vision and values and believes in putting kids first. This candidate will possess excellent Information Technology (IT) skills, will enjoy working with staff and educators at all levels, and will maintain a positive, solutions-based problem-solving mindset. This includes empowering schools through training, implementation, development, support, and capacity building. This position is based in Columbia, South Carolina.

Responsibilities

- Design, implement, and maintain infrastructure solutions, including network architecture, server infrastructure, and cloud services
- Maintain and troubleshoot hardware and software systems, ensuring optimal performance and capacity
- Implement and maintain security measures to protect the PCSD's data and systems from cyber threats
- Design, implement, and manage the PCSD's network infrastructure, including LANs, WANs, and/or VPNs
- Design and manage the PCSD cloud infrastructure, including cloud storage, cloud computing, and cloud security
- Diagnose and resolve IT infrastructure issues, ensuring minimal disruption to operations
- Create and maintain documentation for infrastructure components and processes, including data governance procedures and processes
- Manage vendor relationships and contracts for IT infrastructure services
- Manage and maintain IT inventory for District level technology assets
- As an integral member of the Sponsor Performance Team, assist with various team projects and other duties as assigned.
- Develop and Implement a Strategic Technology Vision by collaborating with district leadership to align technology initiatives with educational goals.
- Oversee Data Governance and Cybersecurity by managing district data systems, ensuring compliance with privacy laws, and implementing security best practices.

- Lead IT development and professional learning by providing ongoing training to district personnel.
- Ensure Policy Compliance and Communication by enforcing technology policies, overseeing acceptable use guidelines, and effectively communicating initiatives to stakeholders.
- Ensure comprehensive end-user support, managing event support and addressing issues promptly to ensure minimal disruption to daily operations.

Required Qualifications

- Minimum of five years' experience in IT services and management.
- Associates degree or higher from an accredited college
- Strong understanding of IT infrastructure components, including hardware, software, networking, and security
- Experience with cloud computing platforms and services, cloud computing platforms and services, server administration and maintenance
- Demonstration of excellent troubleshooting and problem-solving
- Strong analytic ability and technology literacy skills
- Ability to work collaboratively with a diverse group of stakeholders

Preferred Experience

- Bachelor's degree or higher from an accredited college or university
- Experience as a school district or governmental IT manager.

Interested Candidates should provide a resume and cover letter to Josh Findlay, Chief of Data, Accountability, and Information Technology at jfindlay@sccharter.org.