



**Job Title:** Technology Strategy Officer  
**Job ID:** 539778  
**Full/Part Time:** Full - Time  
**Job Code:** 3306 Administrator III  
**Job Grade:** Range A  
**Department:** IT Finance & Admin Svcs- 8280

### **About the Department**

The Division of Information Technology provides leadership for all aspects of University technology. Its services encompass support for teaching and learning, administrative and student support services, information security, as well as the foundational technology infrastructure that enables the creative and innovative works of our students, faculty and staff. CSUN IT is pursuing the implementation of its strategic plan, CSUN Technology 2022-Vision, in collaboration with partners across the campus. Emerging areas of focus align with institutional priorities and will enable the success of our students, support effective teaching and learning, improve graduation rates, enable efficient campus operations, and provide responsive, secure and reliable technology services. CSUN IT seeks to be a leader among its peers in the adoption of innovative technologies and technology management practices. It has and will continue to embrace mobile technologies and cloud services and is positioning the infrastructure to increase adoption of internet-connected devices as tools in teaching, research and campus operations.

### **Responsibilities**

Under the broad direction of the Vice President for Information Technology and CIO, and as a member of the IT Leadership Team, the Technology Strategy Officer is responsible for technology strategic planning, new service development, relationship management and outreach for the Division of IT. The Officer enables the implementation of the University's technology strategic plan (IT Roadmap) while maintaining its alignment with CSUN's institutional plan.

- The individual in this role oversees teams responsible for developing the IT budget, financial and vendor management, workforce planning and development, recruiting and retention, project portfolio management, communications, and SOLAR Security Administration.
- In collaboration with the Vice President and CIO, the Technology Strategy Officer works with other members of the senior leadership team to establish technology roadmaps, build long-range financial plans, and implement initiatives to apply technology in support of CSUN's strategic priorities.
- The Technology Strategy Officer serves as the primary liaison and staff support for IT governance and advisory committees.
- As a leader, demonstrates a commitment to student success that is mission aligned with the university's vision, values and priorities. Establishes an ethical and collegial work environment, promoting a collaborative, accountable and inclusive team. Encourages a courageous and resilient solution-oriented environment by participating in new opportunities to further the mission of the university. Participates in developing initiatives that further support the campus mission with a service-oriented and catalytic mind set. Strengthens employees by being communicative and a talent builder that develops team attributes, furthering departmental goals.
- Performs other duties as assigned.

## **Qualifications**

- Equivalent to graduation from an accredited institution with a Bachelor's degree in a job-related field. Master's degree, strongly preferred.
- Equivalent to five (6) years of progressively responsible professional/administrative experience required; with three of the six years in managerial role.
- Management experience in an information technology organization serving multiple stakeholders with diverse technology and support service needs.
- Experience successfully overseeing technology budgets with multiple sources and uses of funds, negotiating and overseeing vendor partnerships, handling personnel matters and developing staffing plans.
- Experience using project management skills in an information technology environment.
- Experience in handling personnel matters, strongly preferred.
- Higher education information technology experience is strongly preferred.

## **Knowledge, Skills, & Abilities**

- Effective written and verbal communication skills, with experience preparing and presenting information clearly and concisely to a wide-range of internal, external and customer constituents, including technical and non-technical executives.
- Working knowledge of financial management, and human resources principles, and practices.
- Strong organizational, supervisory, and interpersonal skills needed to work effectively with a wide variety of internal and external resources. Demonstrated contributions to advancing diversity, equity, inclusion and access goals in an organization.
- Strong leadership skills, with a proven track record of building and leading strong teams and strong decision making skills, ability to rely on data for informing decisions.
- Lead diverse teams to support the operational mission and vision of employers by fostering an ethical, inclusive and collegial work environment.
- Demonstrated ability to support ongoing improvement through courageous, resilient, and catalytic leadership.
- Lead varying initiatives through a collaborative, service-oriented and communicative approach.
- Demonstrated commitment to employee development, recognition, and accountability to further operational goals.

## **Pay, Benefits, & Work Schedule**

Salary is commensurate with knowledge, skills, and experience. The University offers excellent fringe benefits.

The anticipated HIRING RANGE: \$190,000 - \$210,000 per year, dependent upon qualifications and experience.

The position is currently hybrid (3 days in office, 2 days remote); however, this is subject to change based on student and/or operational needs.

## **General Information**

This position is a "designated position" in the California State University's Conflict of Interest Code. The successful candidate accepting this position is required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission. This position is a sensitive position as designated by the CSU. A background check (including a criminal records check) must be completed satisfactorily. Failure to satisfactorily complete the background check may affect the status of candidates who apply for the position. Additionally, the person holding this position is considered a "limited reporter"

under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

The CSU recommends that faculty, staff, and students who are accessing campus facilities at any university location be immunized against SARS-CoV-2, the virus that causes COVID-19, and that all individuals who access any in-person program or activity (on- or off-campus) operated or controlled by the University follow COVID-19 vaccine recommendations adopted by the U.S. Centers for Disease Control and Prevention (CDC) and the California Department of Public Health (CDPH) applicable to their age, medical condition, and other relevant indications and comply with other safety measures established by each campus.

### **How to Apply**

Candidates should apply by completing the CSUN on-line application utilizing [http://bit.ly/HR\\_CSUN](http://bit.ly/HR_CSUN) link and must attach a cover letter that addresses the qualifications above and a current resume, including names of three professional references. NOTE: Internal candidates should apply through the portal by accessing the View Job Openings/Apply link on the Human Resources/Employee pagelet.

Applications received through June 11, 2024 will be considered in the initial review and review will continue until position is filled.

In order to be considered in the initial review, applications must be submitted prior to the date listed above. Application submissions received after the initial review date will be reviewed at the discretion of the University.

For more detailed information on the application and hiring process, please view the link below:

<http://www.csun.edu/careers/>

### **Equal Employment Opportunity**

CSUN is an Equal Opportunity Employer and prohibits discrimination on the basis of race, color, ethnicity, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, and disability. Our nondiscrimination policy is set forth in CSU Executive Order 1096. Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Recruitment Services at 818-677-2101.

ENTER DATE (5/30/2024)