



Chief Information Officer

Wofford College invites applications for its next chief information officer.

The CIO is the technology leader for Wofford and has the primary expectation to manage, maintain, develop and implement information technology services, strategies and initiatives for the college. Reporting to the vice president and provost, the CIO leads and manages the Information Technology Services (ITS) division, composed of instructional technology, network services, administrative systems, audio/visual services, information security and the IT Help Center. Information Technology Services' support and service is inclusive of all college areas and departments, thus the CIO will have a broad level of familiarity with the various constituents and a commitment to meeting the diverse information and communication needs that exist across all college areas and departments.

KEY RESPONSIBILITIES:

- Lead and implement technology services, strategies and supports: The CIO develops, maintains, and implements strategic direction for all areas of information and technology services, projects and partnerships of the college. The CIO develops and creates both long-term and short-term technology plans to meet the needs of the college and leads and manages the ITS staff for effective and efficient support and operations of the college.
- Budget, policy and organization: The CIO develops and manages the annual ITS and related technology budget, prioritizing and strategically planning for technological updates, and collaborates and communicates with stakeholders.
- Institutional information security officer: The CIO is responsible for Wofford's IT systems and data security and works and collaborates with all areas and departments across campus to ensure IT data security, risk management, disaster recovery and business continuity planning.
- Other service: As a key member of leadership, the CIO contributes to the life of Wofford College through participation in college-wide initiatives, committees and events, including serving on elected or appointed committees or projects.

QUALIFICATIONS:

A master's degree in a technology related area, computer science, information systems or business administration, along with a minimum of 8–10 years of progressively responsible computer information systems experience and management experience is required for appointment.

Preferred qualifications include:

- Current and/or past professional experience in higher education or nonprofit organizations.
- Experienced and effective fiscal management skills and knowledge (budgeting, forecasting, planning, allocation and management).
- Demonstrated effective supervisory skills, including: teamwork, teambuilding, people management and effective collaboration skills.
- Demonstrated effective project management experience, especially within the confines of information technology planning, development and implementation, including enterprise resource

planning, systems architecture, telecommunications, database administration, web and social media development, and security and compliance issues.

- Broad technical skills and knowledge and understanding of current computing, telecommunications and emerging technologies.
- Effective communication skills (oral, written and presentation) to advocate for technological initiatives and needs, in addition to an unwavering commitment to effective communication, transparency in processes and excellence in customer service across campus.
- Knowledge and/or experience with Banner ERP, HRIS systems, library information systems and other higher education programmatic specific support software (Moodle, Starfish, Maxient, etc.).
- Experience with options and methods by which technology supports the teaching and learning environment.

SALARY, BENEFITS AND WORK SCHEDULE:

The CIO role is a full-time, exempt position with work expectations of minimally 40 hours per week. The normal office hours of the college are 8:30 a.m. to 5 p.m. Monday through Friday.

Salary will be commensurate with experience. Wofford College provides a competitive benefits package, including employer contribution to retirement savings, employer premium contribution to comprehensive major medical insurance, tuition remission for qualifying dependents, disability insurance and other accompanying fringes.

APPLICATION:

Wofford College has partnered with **Find Great People** to find our next CIO. Please submit your resume and cover letter to Shokie Banerjee (shokie@fgp.com). Write "Wofford CIO" in the subject line of the email.

Questions regarding this search can be forwarded to Kirsten Floyd (kfloyd@fgp.com) with Find Great People, or Dr. John Miles (milesjd@wofford.edu), search and screen chair at Wofford College.

ABOUT WOFFORD COLLEGE:

Wofford College, established in 1854, is a private liberal arts residential college located a few blocks north of downtown Spartanburg, South Carolina. Wofford offers 27 major fields of study to a student body of nearly 1,800 undergraduates and is nationally known for the strength of its academic program, outstanding faculty and study abroad participation. Wofford is home to one of the nation's 290 Phi Beta Kappa chapters. The college community supports 19 NCAA Division I athletics teams and numerous student organizations, including honor societies, professional organizations, faith-based organizations, club sports and three publications.

ABOUT SPARTANBURG:

Spartanburg is a city of about 40,000 located in the northwestern part of the state, about one hour's drive from Charlotte or Asheville, North Carolina, and about 30 minutes from Greenville, South Carolina. Coastal South Carolina can be reached in about three hours. Learn more about Spartanburg at <https://www.onespartanburginc.com/about-spartanburg/>

EEO STATEMENT:

Wofford College values diversity within our students, faculty and staff, and strives to recruit, develop and retain the most talented people. Wofford College does not discriminate in employment on the bases of race, color, creed, religion, sex, sexual orientation, transgender status, gender identity, age, national origin, disability, veteran status or any other legally protected status in accordance with applicable federal, state and/or local laws.

It is the policy of Wofford College to provide reasonable accommodations. If you require an accommodation to participate in any part of the hiring process, please reach out to HumanResources@Wofford.edu.

COMPLIANCE WITH TITLE IX:

In compliance with Title IX of the Education Amendments of 1972, Wofford College does not discriminate against any employee, applicant for employment, student or applicant for admission on the basis of sex. Policies and procedures for addressing complaints of discrimination and harassment can be found at www.wofford.edu/titleix. Reports can be made to the Title IX coordinator at any time. Inquiries related to the application of Title IX at Wofford should be referred to the college’s Title IX coordinator (contact information below) and external inquiries can be made to the Department of Education.

Wofford College Title IX Coordinator
Amanda Estabrook
429 N Church St.
Campus Life Building, Office 6
Spartanburg, SC 29303
864-597-4047
estabrookar@wofford.edu

External inquiry can be made to: Office for
Civil Rights (OCR)
U.S. Department of Education
400 Maryland Avenue, SW Washington,
D.C. 20202-1100
800-421-3481
OCR@ed.gov / <http://www.ed.gov/ocr>