Wofford College invites applications for its next associate vice president for information technology.

The associate vice president (AVP) for information technology is the technology leader for Wofford and has the primary responsibility to manage, maintain, develop and implement information technology services, strategies and initiatives for the college. Reporting to the chief financial officer, the AVP leads and manages the Information Technology Services (ITS) division, composed of educational and 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 academic departments, so the AVP 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 these areas and departments.

The AVP leads a team of approximately 18 full-time staff members and 15 student workers. The AVP will be expected to effectively manage an annual operating budget of approximately $2.7 million and a replacement and renewal budget for IT equipment of approximately $850,000 annually.

KEY RESPONSIBILITIES:

- Lead and implement technology services, strategies and supports: In consultation with the CFO and campus constituents the AVP develops, maintains and implements strategic direction for all areas of information and technology services, projects and partnerships of the college. The AVP 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 AVP develops and manages the annual ITS and related technology budget, prioritizing and strategically planning for technological updates, and collaborates and communicates with stakeholders.
- Educational and instructional needs and technology: The AVP places special emphasis upon services and resources that enhance teaching, learning, digital scholarship and research, while building productive relationships with faculty members and the Center for Innovation and Learning.
- Institutional information security: The AVP is responsible for Wofford’s IT systems and data security, working and collaborating with all areas and departments across campus to ensure IT data security, risk management, disaster recovery and business continuity planning.
- Championing diversity and inclusive excellence: Create and implement technology services and processes that are inclusive, equitable and accessible, promoting a culture where ITS staff feel valued and supported.
- Other services: As a key member of the CFO’s leadership team, the AVP 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 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:
- Master’s degree in a related field.
- Current and/or past professional experience in higher education or nonprofit organizations (strongly preferred).
- 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.
- 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.
- Experience with options and methods by which technology supports the teaching and learning environment.
- Broad technical skills and knowledge and understanding of current computing, telecommunications and emerging technologies.
- Experienced and effective fiscal management skills and knowledge (budgeting, forecasting, planning, allocation and management).
- Knowledge and/or experience with Banner ERP, HRIS systems, library information systems and other higher education programmatic specific support software (Moodle, Starfish, Maxient, etc.).

SALARY, BENEFITS AND WORK SCHEDULE:
The AVP role is a full-time, exempt position with work expectations of at least 40 hours per week. The performance of this work is primarily in-person and on-site. 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:
Applicants are requested to submit a resume, cover letter and three professional references to AVPOpening@wofford.edu. To preserve the confidentiality of the search process, references will only be contacted following consultation with the candidate.

To ensure full consideration, please submit applications on or before March 18, 2022.

ABOUT WOFFORD COLLEGE:
Wofford College, established in 1854, is a four-year, residential liberal arts college located in Spartanburg, South Carolina. It offers 27 major fields of study to a student body of 1,775 undergraduates. Nationally known for the strength of its academic program, outstanding faculty, experiential learning opportunities and successful graduates, Wofford is recognized consistently as a “best value” and for its commitment to student success and accessibility for low- and middle-income
students. The college community has 12 sororities and fraternities as well as 19 NCAA Division I athletics teams.

ABOUT SPARTANBURG:
Spartanburg County, the 5th-largest county in South Carolina, is home to nearly 328,000 people and 13 municipalities. The county is unmatched statewide in economic development for new investment and job creation. There are seven colleges or universities in Spartanburg as well as a comprehensive research and teaching hospital. The growing Spartanburg downtown area — with new shops and restaurants, public art and miles of walking and biking trails — is located a few blocks south of Wofford’s campus. To learn more about Spartanburg, visit onespartanburginc.com.

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 basis 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 local laws. For information about Wofford’s Title IX compliance, visit wofford.edu/administration/title-ix.

It is the policy of Wofford College to provide reasonable accommodations for qualified individuals with disabilities for employment. If you require any accommodations to participate in any part of the hiring process, please contact HumanResources@Wofford.edu.