Job Title: Associate Vice President, IT
Job ID: 8223
Full/Part Time: Full - Time
Job Code: 3306 Administrator III
Job Grade: Range A
Department: IT Enterprise Support Svcs - 8280

Major Duties
Under the broad direction of the Vice President and as a member of the IT Leadership Team, the Associate Vice President of IT (AVP) is responsible for oversight of multiple critical IT operational services including infrastructure, enterprise applications, identity management, web and mobile services, the IT Help Center services and desktop support services. The AVP also oversees digital transformation initiatives and innovation projects, such as the AI-Jam student competitions. In addition, the AVP oversees IT's finance, HR and administrative functions, including budget planning, management, analysis, financial operations, purchasing, cost recovery operations. As directed by the Vice President, the AVP assists with resolving issues, problems, and special requests, participate in and lead special projects, and assists the Vice President in preparing agenda items and making presentations to the University IT governance committee meetings. Performs other duties as assigned.

The Associate Vice President will:

- Continually extend and improve the levels of Information Technology services for CSUN students, faculty, and staff in support of the University's mission
- Assist the University community to leverage technology in their pursuit of student education and University business
- Provide strategic and tactical technical leadership to the University with regards to current and future technology solutions
- Closely monitor technology trends in the higher education industry and participate in meaningful exchange of ideas and information with other institutions to improve and expand the use of technology at CSUN
- Lead collaborative efforts to establish technology standards and strategic directions
- Develop and manage the implementation of metrics to evaluate the quality and consistency of IT services and direct improvements
- Manage the successful deployment of large strategic projects and oversee the status of IT project portfolio, intervening as necessary to address risks and issues
- Create roadmaps for University technology that address life-cycle replacement need, technology shifts, and long-range financial planning
- Cultivate professional development within IT by providing opportunities for training in technical skills, leadership, project management and creative problem solving
- Review and remain current on University and regulatory policies impacting IT; develop IT policies as necessary to support University and regulatory requirements and work with IT leadership to ensure policies are approved and adhered to throughout the University.

Qualifications
Equivalent to graduation from an accredited four-year college or university with a Bachelor's degree required and advanced degree (or Master's degree) preferred. Minimum six-years of experience of management experience in an Information Technology, IT project management, or an IT audit role. Minimum five-years of direct leadership experience and established track record of successfully and managing technology, budgets, contracts, and staff. Candidate should demonstrate experience with leading complex IT infrastructure and IT services initiatives. Experience in higher education information technology is strongly preferred.
**Knowledge, Skills, & Abilities**

Working knowledge of infrastructure for networking, compute and storage; enterprise services that supports data integration and multiple enterprise applications; IT Help Center, Desktop and Classroom Support operation; identity management and access management platforms; mobile application and web development, application of digital technologies and streamline business processes; budgeting and cost recovery operation; accounting and human resources principles and practices. Experience using project management skills in an information technology environment. Excellent 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. Strong organizational, supervisory, and interpersonal skills needed to work effectively with a wide variety of internal and external resources. Strong decision-making skills, ability to rely on data for informing decisions. Strong leadership skills with a proven track record of building and leading strong teams.

**Pay, Benefits, & Work Schedule**

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

**General Information**

A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

**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 April 12, 2019, will be considered in the initial review and review will continue until position is filled.

For more detailed information on the application and hiring process, please view the link below: [http://www.csun.edu/careers/](http://www.csun.edu/careers/)

**Equal Employment Opportunity**

California State University, Northridge is an Affirmative Action/Equal Opportunity Employer. We consider applicants for employment without regard to race, color, religion, national origin, age, gender, gender identity/expression, sexual orientation, genetic information, medical condition, marital status, veteran status, or disability. Reasonable accommodations will be provided for applicants with disabilities who self-disclose by contacting Recruitment Services.