



Chief Information Officer

POSITION DESCRIPTION

Position Summary:

The Chief Information Officer (CIO) is responsible for providing leadership for the information technology (IT) function at the Nebraska State College System (NSCS). The CIO provides the vision and strategic, tactical, and operational leadership necessary to ensure that the System Office has the resources (infrastructure and services) and technology solutions to optimize its performance and alignment with strategic and operational goals of the System. Equally important, in close collaboration with the Colleges' IT and leadership, the NSCS CIO provides the vision and leadership to conceptualize, develop and implement system-wide IT strategic planning process. The position accomplishes this through a close partnership with the Colleges' leadership teams, consistently reflecting a respectful, constructive, and collaborative style.

The CIO reports to the Chancellor. This position has no direct reports and thus no supervisory responsibilities. The CIO collaborates with all System leadership and staff to ensure that digital transformational efforts work in concert with the strategic direction of the NSCS. The position is based in the NSCS Office in Lincoln, Nebraska with some remote work as approved by the Chancellor.

The position start date is negotiable within the Spring-Early Summer 2022 timeframe.

Essential Duties and Responsibilities:

Strategic Development, Planning, and Leadership

- Establish and maintain credibility as an effective designer/developer of solutions to system-wide academic and business technology challenges throughout the system.
- Provide technological leadership for the System Office, and provide guidance on an as-needed basis to the college leadership teams and college IT leadership in matters of strategic IT decision making, planning and resource management, and procurement.
- Oversee finances for NSCS IT systems including monitoring Nebraska Student Information System (NeSIS)/ Nebraska Business Information System (NeBIS) budgets, working through cost issues with University of Nebraska (NU) and the Colleges, approving NU IBT's and vendor invoices for payment, managing cost-shares among the Colleges, negotiating costs and discounts with vendors, and approving uses of System Office IT funds.
- Lead efforts in developing and updating system-wide IT and Cyber-Security Strategic and Tactical plans.

- Organize and manage NSCS system-wide software initiatives such as electronic transcripts, payment gateway system, and IT security risk assessment and policies/standards development. This includes forming/leading committees, drafting and advertising RFP's, overseeing criteria, scoring and ranking of vendors, negotiating with the top-ranked firms, drafting and approving contracts through the Board, and managing software implementations.
- Represent NSCS IT internally at meetings, gatherings, trainings, etc.
- Prepare reports, make presentations, and provide consultation to numerous NSCS employees and groups.
- Establish and oversee system-wide IT Enterprise Risk Assessment and provide guidance on minimizing and mitigating IT risks.
- Maintain and update IT and procurement Board policies, assist the Colleges in following policies/procedures, obtain timely Board approvals, and work with NSCS and NU leadership to respond to auditor IT systems inquiries and findings.

IT Infrastructure and Cyber Security Planning and Implementation

- Lead the development, communication, integration, and alignment of effective technological strategies and processes system-wide.
- Collaborate with the leadership teams across the System to develop, prioritize and implement plans for the operational infrastructure of systems, software, networks, policies, processes, and personnel orchestrated to accommodate the dynamic nature of a college system.
- Act as the NSCS primary executive contact with the University of Nebraska (NU) regarding the shared NeSIS and NeBIS, and disseminate important shared NU systems information with NSCS leadership. Participate as an active member on any governance committees responsible for negotiating IT cost shares with NU, determine future systems direction, improvements and upgrades, oversee and approve shared procurement processes and contracts, additional license purchases through NU, and working closely with College CIO's and NU IT staff to resolve shared systems issues.
- Per [Board Policy 7003](#) and associated Information Security Program (ISP) Standards, the CIO acts as the System Office Information Security Officer (SOISO) responsible for the System Office ISP, oversees the development and maintenance of the NSCS ISP, including the Board Policy approval process, and provides leadership for the continued development of a robust and secure information technology environment throughout the NSCS. Coordinates security initiatives with the NSCS Cyber Security Services Provider, the NSCS System Office and Colleges, periodically reviews external security frameworks (NIST, PCI, FERPA, etc.), and updates NSCS Standards as needed, no less than every two (2) years.
- Act as the NSCS primary contact regarding cyber incidents, data breaches, and continuation of operations/disaster recovery, coordinating efforts with NSCS leadership at all levels, including College CIO's and IT staff, as well as University of Nebraska (NU) IT leadership when incidents involve shared IT systems. Manage the dissemination of

incident information as appropriate, and work closely with cyber consultants and IT staff regarding investigations, and report to the Chancellor and Board of Trustees.

- Oversee and provide overall leadership for the contractual obligations with the vendor providing operational cyber security services for the System.
- Serve as point of contact for the contract with the System Office IT service provider (currently DataVizion). Drive improvements for the System Office by collaborating with IT service provider.
- Encourage the alignment of major IT systems and solutions across the System by negotiating system-wide agreements with vendors and coordinating system-wide communications regarding these alignments.
- Assist in providing information and clarifications to NSCS auditors, Cyber-Insurers, and other compliance-related or legal entities.
- Review and monitor legislation regarding IT, research fiscal impact and develop testimony, and assist the Chancellor in lobbying and testifying efforts.

IT Assessment

- Monitor and review the colleges' IT strategies and investments, offering suggestions to maximize effectiveness, cost-focus, and efficiency.
- Provide short-term leadership assistance to the IT operations at the individual colleges in the System, if requested, and as circumstances warrant.
- Monitor the higher education IT solution marketplace by keeping abreast of current developments, networking with colleagues across the country, and remaining actively engaged in a variety of professional development programs.

Outside Collaboration and Professional Conduct

- Represent the NSCS IT to outside college/university IT operations and the greater higher education community seeking ways of facilitating goodwill, cooperation, and knowledge transfer.
- Participate as the NSCS representative to EDUCAUSE and other consortiums and organizations that support higher education IT.
- Represent the System in a professional manner at all times. Engage with faculty, staff, students, vendors, and contractors in a civil, caring, respectful way; support the professional development of others in their work to advance the mission and vision of the NSCS.

Qualifications:

Education and Experience:

- A minimum of 7-10 years of progressive leadership experience in Information Technology Management.
- Bachelor's Degree required; Master's Degree preferred.

- Experience in public higher education is preferred. **However, applicants from other IT leadership backgrounds will be considered provided that they can illustrate an appreciation of how the higher education industry is distinctively different than other industries.**

Preferred Knowledge, Skills, and Abilities:

- Ability to synthesize complex IT solutions and plans and effectively communicate them in writing and verbally to all stakeholders.
- Advanced team and project management skills.
- Demonstrated understanding of various software platforms including ERPs, CRMs, LMSs, and Office productivity tools like Microsoft 365 and Google Suite; Experience with a variety of ERP solutions would be a plus.
- Demonstrated understanding of a cloud-first philosophy, virtualization, and a diverse end-point device strategy.
- Demonstrated understanding of Information Security strategies and tools and an appreciation for information privacy.
- Excellent leadership, interpersonal, communications (oral and written), and organizational skills.
- Demonstrated ability to actively and enthusiastically work in a collaborative manner with campus-located and remote employees.
- Experience in working with diverse teams and fostering an inclusive environment.
- Demonstrated understanding of IT strategic, tactical, and operational planning, and associated assessment. Experience with preparing and managing IT operational and capital budgets.
- Demonstrated experience working and contracting with IT vendors, developing RFP's, evaluating proposals, and leading diverse, complex IT project initiatives.
- Ability to build respect and trust with faculty, staff, students, and external constituencies.
- Occasional travel required.

Ver. 11/23/2021