

Information Technology Director – Position Description

Location: Austin, TX

The Holdsworth Center is a non-profit organization founded and largely funded by Charles Butt, Chairman and CEO of H-E-B Grocery Company. The mission of the Center is to strengthen public schools and improve student outcomes across the state of Texas by focusing on the importance of educational leadership at all levels. Holdsworth works in partnership with public school districts over a sustained timeframe to help tackle their toughest challenges around leadership development, pipeline planning and strategic talent management. Our team is comprised of professionals with deep expertise in educational leadership, organizational talent management, adult learning and school district administration.

We are looking for an experienced and versatile IT professional who enjoys working with a multidisciplinary team and thrives on pushing ideas further through feedback, collaboration and iteration. This role will oversee all IT functions in our organization. Responsibilities will include, but are not limited to, providing leadership and technical advice to establish IT policies and systems to support the implementation of strategies set by senior management.

What You'll Do:

- Oversee all aspects and daily operations of information technology for a 44-acre, 18-building campus that includes a 180-room residential village and a learning center with a 300-capacity event room, lounge and full-service kitchen, as well as interactive classrooms and seminar spaces.
- Supervise the evaluation, testing, installation, deployment and management of current and future IT systems across the organization, including: end-to-end staff computer and unified communications systems; campus-wide AV equipment (videoconferencing, multimedia, projection systems, displays, cameras, microphones, integrated AV systems, streaming technologies, security systems, etc.); and POS systems.
- Recommend and plan IT strategies, policies, and procedures by identifying problems, evaluating trends, and anticipating requirements.
- Provide support, leadership, and technical expertise in the coordination of systems and network infrastructure, applications and data security systems implementation, management, user training and support to achieve secure and optimal performance.
- Meet financial objectives by forecasting requirements, preparing an annual budget, scheduling expenditures, analyzing variances and initiating corrective action.
- Develop, implement and maintain an asset replacement program for hardware and software across the organization.
- Direct development and execution of an enterprise-wide disaster recovery plan.
- Ensure IT system operation adheres to applicable laws and regulations; protect data from outside infiltration through encryption, secure data storage and other necessary means.
- Manage strategic vendor relationships and licensing agreements across the entire IT value chain for hardware and software; coordinate needs of in-house and remote IT employees, vendors and contractors.
- Provide general IT support; supervise and assist with the installation of new hardware and software, including AV systems, and help train employees on its use.
- Assess infrastructure on a regular basis to ensure it continues to meet necessary demands.

Desired Qualifications:

- Proven experience as IT project manager, manager, director or similar role planning and monitoring the technology infrastructure required to effectively and efficiently support large-scale operations
- Proven ability to manage and secure computer systems (hardware/software), network infrastructure, data security, audio video technologies and wireless infrastructure
- Demonstrated ability to lead and delegate responsibly to a team of professional technology staff
- Excellent leadership and project management skills with a sharp eye for detail
- Demonstrated success in establishing and maintaining positive working relationships with others, both internally and externally, to achieve the goals of the organization
- An ability to follow direction, give/take constructive criticism, and react positively to fast-paced change and ambiguity

- Strong interest in public education, educational leadership, and the mission of The Holdsworth Center

What would set you apart:

- Previous management of IT operations for large hospitality, education or health care facilities and IT managed services experience
- Expert knowledge of Dynamics 365, SharePoint, PowerApps, Flow, and G Suite
- Familiarity with IA and ITG creation

Interested candidates should submit a current resume and a letter detailing their interest in this position to bgillespie@holdsworthcenter.org.

Application materials are due by November 30, 2018.

The Holdsworth Center is committed to creating a diverse, equitable and inclusive environment. All employment decisions are based on job requirements and individual qualifications without regard to race, color, religion, gender identity and/or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.