



Schreiner University

FIND YOUR WAY HERESM

Invites Applications and Nominations for

Director of Enterprise Technology Services

KERRVILLE, TEXAS

Executive Search for Director of Enterprise Technology Services



The Opportunity

Schreiner University, a four-year liberal arts college affiliated by choice and covenant with the Presbyterian Church (USA), invites applications and nominations for the Director of Enterprise Technology Services (ETS). The University seeks an experienced technology leader and manager for the position, which reports to the Vice President for Administration and Finance.

Emphasizing innovation, collaboration, communication, service, and improvement of client experiences, the Director provides vision and leadership for Schreiner's internal ETS programs, technology infrastructure, and service delivery. As a working manager, the ETS Director is responsible for leading a skilled staff, as well as strategic planning for technology solutions in higher education.

Responsibilities include directing all

enterprise technology operations, as well as the support and maintenance of existing infrastructure, applications, and the development of new technical solutions. The Director should be able to translate these technical solutions and requirements into business terms for non-technical people.

The ETS Director also oversees network and data center architecture, administration, security, and support of those who use Schreiner University ET services.

Essential Functions

- Facilitates communication between faculty, staff, vendors, and technology resources within the University and serves on appropriate committees representing ETS.
- Develops, implements and maintains effective policies and practices for all enterprise technologies.
- Ensures access, security and usage are in accordance with all University

policies and applicable state and federal laws.

- Designs, implements, and evaluates systems that support users in the productive use of computer hardware and software and oversees all computer operations, including local area networks, wide-area networks, and database services.
- Establishes a user-centered culture and a demonstrated service commitment for ET staff and services.
- Establishes and maintains effective working relationships with all campus stakeholders.
- Oversees and evaluates enterprise systems security and backup procedures.
- Develops and maintains current disaster recovery plan for all major information technology systems.
- Provides strategic and tactical planning, budgeting planning, and management.
- Provides vision and leadership; assesses the feasibility of news and emerging technologies that will meet the needs of today's diverse campus and student populations and provides technologies and information systems that facilitates the achievement of the University's mission.
- Develops, evaluates, and coordinates the information system and technology infrastructure for the University and serves as project manager for all enterprise technology-based initiatives.
- Provides day-to-day supervision, including selecting, mentoring,

MISSION STATEMENT

Schreiner University, a liberal arts institution affiliated by choice and covenant with the Presbyterian Church (USA), is committed to educating students holistically. Primarily undergraduate, the university offers a personalized, integrated education that prepares its students for meaningful work and purposeful lives in a changing global society.

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supervising, and evaluating the enterprise technology staff.

- Maintains knowledge of technological advances, and plans for upgrades or conversions of operating systems, software, and hardware including firewalls, routers, switches, servers, and their associated network management tools.
- Maintains a safe learning environment and workplace for faculty, staff, and students and follows all safety rules and procedures for work areas.
- Researches new and advancing technology and performs cost analysis and makes purchasing recommendations.
- Installs and tests new hardware/software, establishing appropriate monitoring mechanisms for key network components, and adheres to software licensing rules.
- Provides off-hours support for systems issues and scheduled maintenance.
- Implements University policy, procedures, and standard operating processes for technology and data security.
- Directs patch installations and upgrades in a timely manner.
- Directs staff to troubleshoot issues with network systems and contacts appropriate stakeholders/vendors to resolve issues.
- Communicate Schreiner's technology strategy to staff, faculty, and other stakeholders.

Qualifications

Minimum requirements for candidacy are a bachelor's degree in Computer Science, Management Information Systems or related technical degree and six years of professional experience in an IT management position in higher education. Additional professional experience and/or technical certifications



are desirable. Master's degree in related field is preferable.

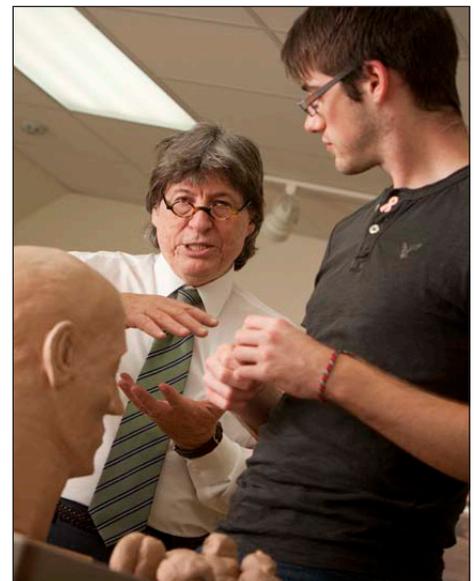
Candidate also will have extensive working knowledge of Windows Servers, Windows Workstations, database software (MS SQL), Microsoft Active Directory, Exchange environment, VoIP management, VMware, Citrix and software development tools, and telecommunications systems (Cisco systems) in the higher education environment.

The successful candidate will have:

- Ability to develop, implement, and evaluate information technology projects and programs.
- Ability to develop and oversee disaster recovery policies to ensure business continuity.
- Ability to coordinate implementation plan and procedures to ensure that business-critical services are recovered in the event of a security event.
- Comprehensive knowledge of IT security and the associated risks. Assures documentation for network components (related to infrastructure) is current.
- Knowledge of regulatory issues related to security including but not limited to FERPA, HIPAA, PCI, HEOA, and copyright laws.
- Ability to analyze and resolve complex issues, both logical and interpersonal.
- Understanding of the potential of technology to advance the mission

of the University, combined with exceptional integrity, intelligence, maturity, and a commitment to diversity are essential.

- Comprehensive understanding of design, management, and operation of managed IT systems.
- Excellent negotiation skills for acquisition of appropriate technologies.
- Mastery of principles of leadership and techniques of administration, organization, and management including an in-depth understanding of the strategic and operational issues affecting the University.
- Thorough knowledge of current principles and practices for the management of information technologies, systems analysis, design and operation.
- An understanding of trends in information technology and the impact they have on higher education is essential.
- Thorough knowledge of emerging technologies including mobile devices, wireless access, social media, cloud computing, etc.
- Comprehensive knowledge of voice, video, and data networking and their associated technologies.



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- Project management experience required.
- Experience soliciting organization feedback regarding technology services delivery and incorporating feedback for improvement.
- Budget development and management experience required; ability to manage complex budgets and make effective financial decisions.
- Provides strategic and tactical planning and budget planning and management.
- Effective verbal and written communications skills, effective presentation skills, and collaborative spirit, all geared toward service and facilitation of mission critical activities.
- Coordinates meeting and communicates with non-technical staff/faculty on project and services requests.
- Must have a valid Texas driver's license, related insurance, and a good driving record.

The University

Primarily undergraduate, Schreiner University offers a personalized, integrated education that prepares its more than 1,308 students for meaningful work and purposeful lives in a changing global society. Student success is the institution's first priority.

Schreiner is dedicated primarily to educating undergraduate students in

the liberal arts, sciences, and professional disciplines, preparing them for entry into specific careers and graduate or professional programs.

Schreiner University awards undergraduate and graduate degrees: Master of Education, Master of Education plus

Teacher Certification, Master of Education plus Principal Certification, Master of Business Administration in Ethical Leadership, Bachelor of Arts, Bachelor of Business Administration, Bachelor of General Studies, Bachelor of Science, Bachelor of Fine Arts, Bachelor of Science in Nursing, and Associate of Arts.

Students can choose from 27 majors, nine pre-professional programs, and five graduate programs. With a 14:1 student/faculty ratio, faculty members get to know their students and are mentors as well as educators. The 209-acre campus,

an easy walk from the center of town, is a blend of colonial Georgian and modern architecture.

Athletics at Schreiner is an integral part of its whole person development program. A member of the Southern Collegiate Athletic Conference (SCAC), the Mountaineers compete in Division III of the National Collegiate Athletic Association.

Kerrville, Texas

Schreiner University is located in Kerrville, Texas, a resort community of about 22,700 in central Texas. The pleasant climate and scenic landscapes offer a high quality of life. Kerrville and Kerr County offer excellent schools and state-of-the-art medical care. The Peterson Regional Medical Center has outstanding facilities for treating and caring for patients.

Major cities are only short drives away. Kerrville is an hour from San Antonio and 90 minutes from Austin.

Applications & Nominations

Applications must include 1) Letter of interest, 2) Current resume, 3) Five professional references with full contact information, and 4) Answers to the questions at: www.myersmcrac.com/skins/userfiles/file/MMQuestions.pdf

Submit applications to: Schreiner-ETS@myersmcrac.com

Nominations should include contact information for the individual being nominated. Submit nominations to: Schreiner-nominateETS@myersmcrac.com

Confidential review of materials continues until the appointment is made. For best consideration, submit application by **November 18, 2016**.

Kenny Daugherty, Executive Vice President of **Myers McRae Executive Search and Consulting**, is assisting Schreiner University with this search.



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Schreiner University is an equal opportunity, affirmative action employer and is strongly and actively committed to diversity within its community.