



## Saint Louis Public Schools CAREER OPPORTUNITY

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<b>Position Title:</b>	Chief Information Officer
<b>Reports to:</b>	Superintendent of Schools
<b>FTE:</b>	1.0 FTE
<b>Salary Range:</b>	\$165,000 - \$185,000

### Position Summary:

Saint Louis Public Schools is committed to developing and sustaining a workforce that is skilled, motivated, and aligned with the district's values and goals. We seek a dynamic and experienced Chief Information Officer (CIO) to guide the district's information technology (IT) and student information systems. This critical role involves leading with vision, innovation and practicality, focusing on administrative and instructional technologies, and significantly impacting the quality of education for our students.

### Key Responsibilities:

#### 1. Strategic Leadership and Vision:

- Develop and implement a comprehensive technology plan to enhance teaching, learning, and administrative functions, aligning with the district's mission and goals.

#### 2. Management of Information Systems:

- Oversee and integrate all information systems, including student and administrative systems, and learning management systems, to enhance districtwide communication and information flow.

#### 3. Technology Infrastructure:

- Lead the development and maintenance of the school district's technology infrastructure, ensuring it meets current and future educational and administrative needs.

#### 4. Data and Accountability:

- Employ advanced technologies to bolster accountability and improve student learning outcomes.
- Advocate for data-driven, decision-making, and continuous improvement processes.

#### 5. Adoption of Educational Technologies:

- Drive the adoption of effective, innovative educational technologies.
- Support staff in integrating technology into the curriculum and work collaboratively with leaders to identify and utilize emerging technologies for student learning and service improvement.

#### 6. Budget and Resource Management:



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- Manage the technology budget, ensuring efficiency, and cost-effectiveness.
- Pursue additional funding through grants, partnerships, and other opportunities.

#### 7. Risk Management and Policy Development:

- Develop and enforce policies to secure the integrity of information systems.
- Keep abreast of legal and ethical considerations in IT and education.

#### 8. Team Leadership and Development:

- Mentor the IT team, fostering a culture of excellence, collaboration, and learning.
- Encourage professional development within the technology department.

#### 9. Collaboration and Communication:

- Work closely with the School Board, Superintendent, and other district leaders to align technology initiatives with the organization's mission and goals.

#### 10. Innovation:

- Foster a culture of innovation in technology use within the educational setting.
- Lead initiatives for exploring and implementing cutting-edge technologies and practices.

#### Qualifications:

- Master's degree in Information Technology, Education Technology, Business Administration, or related field.
- At least 10 years of experience in technology leadership, preferably in an educational environment.
- Proven track record in strategic planning, budget management, and team leadership.
- Deep understanding of current and emerging educational technologies and their application in a K-12 setting.
- Strong communication, interpersonal, and leadership skills.

#### Knowledge, Skills, and Abilities:

- Proficient in engaging diverse stakeholders.
- Collaborative, with a focus on organizational objectives.
- Knowledgeable in educational equity and its practical application.
- Open to feedback for continuous improvement.
- Detail-oriented with a commitment to precision.
- Familiar with Saint Louis Public Schools' data systems and educational policies.
- Skilled in project management, emphasizing quality and collaboration.
- Effective at leading and influencing teams.
- Adaptable communication skills for various district audiences.
- Committed to maintaining confidentiality and tact in public agency communications.



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### **Physical Requirements:**

- Must be able to exert up to 10 pounds of force occasionally, and/or a negligible amount of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body
- Must be physically able to operate a variety of equipment including computers, copiers, etc.

### **Working Conditions and Environment:**

- Routine office environment with minimal physical risk.

### **Disclaimer:**

The information contained in this job description is for compliance with the Americans with Disabilities Act (ADA) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals holding this position and may be assigned.

*In connection with hiring for this position the district shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, age, disability, veteran status or national origin.*