



## Vice President of Information and Technology Resources

Hartnell College is seeking a visionary and knowledgeable Vice President of Information and Technology Resources who is bright and energetic with strong analytical and interpersonal skills, is highly competent in people and project management, and is committed to the mission of the community college.

### **Position Summary:**

As Hartnell's top technology executive, the Vice President of Information and Technology Resources reports to the Superintendent/President and works closely with the institution's departments, leaders, and shared governance committees, including those in academics, administration, and community outreach. The Vice President of Information and Technology Resources is responsible for establishing Hartnell's technical vision and for leading all aspects of the college's technology development and initiatives, including product development activities, administrative systems management, and technical infrastructure maintenance.

Information Technology is critical to the college's ability to effectively deliver its mission and thus, the Vice President of Information and Technology Resources will play an integral role in the college's strategic direction, development, and future growth. The position will drive innovation and decisions in the areas of Infrastructure (hardware, software, networks, programming, etc.), administration (financial, student, human resource data and communication systems), research management, and teaching and learning.

### **Specific Duties and Responsibilities:**

1. Lead the execution of a coherent, integrated technology strategy for technology platforms, partnerships, and external relationships.
2. Build and manage a top-flight technology team that can execute technical initiatives, drive innovation on campus, and oversee research and development, as well as project management.
3. Provide visible leadership for the college within the California Community Colleges system, the higher education community, and other partner institutions.
4. Proactively identify major technology changes related to strategic college initiatives, and anticipate and react to changes to ensure the maintenance of technology investments as they apply to Hartnell initiatives and underlying mission.
5. Establish technical standards and ensure adherence to them for product development, technology adoption, and college operations.
6. Develop strategic planning for and direction and control of technology initiatives.
7. Provide technical direction and guidance, as well as hands-on project management, for college technology initiatives.



## Vice President of Information and Technology Resources

8. Responsible for budget and contract management, as well as ensuring security and risk management.
9. Ensure the optimal application of technology and engineering resources to meet constituent requirements, including academic and administrative support, grant development, and maintenance of key partnerships.
10. Drive a technology vision and direction that enables and supports the college's ability to deliver its mission.
11. Provide technology leadership to advise the college on new ways of delivering education and administering the business of education taking advantage of emerging technologies that can change the way the college thinks about its efforts and evolves its learning centered culture.
12. Lead efforts to simplify and streamline administrative tasks, making data more accessible and useful for all employees and extending students' ability to spend more time on their learning tasks (i.e., more access to course work and software outside of class).
13. Lead and support a technology direction that supports student independence and builds life-long learning skills. Recommend and support tools for independence and development.
14. Ensure that technology-related horizontal strategic connections are made effectively among college departments and academic groups. Identify investment gaps that need to be filled, and propose solutions to do so.
15. Work with shared governance groups and staff to envision and conceptualize technology investment opportunities such as virtualization, VOIP, and Wireless, contributing to the development of new strategies and implementation plans that will increase capacity of the college to deliver new student services and ensure long-term sustainability and impact.
16. Assist in development and support of strong external partnerships, leverage existing resources and resource sharing opportunities in multiple sectors such as corporate sponsors, government grants, institutional program coordination, and community support/development.
17. Serve as a guide and expert technical resource to college leadership and staff to facilitate accomplishment of strategic online learning objectives (determining key milestones, metrics, assessing progress against the same, problem solving where appropriate, etc. for the technology related areas). Represent the college on education technology issues to advance change in the field consistent with Hartnell's initiatives.

### Minimum Qualifications<sup>1</sup>

- Computer science, mathematics, engineering, instructional technology, or other technical degree.
- At least five years' experience in technology oriented roles, preferably within a technology oriented organization or institution.
- Experience in education technology related field.



## Vice President of Information and Technology Resources

- Ability to lead the development of business and technology supported strategies, such as mobile computing, standards and interoperability, IT organization effectiveness, open source and open content development, social networking, and personalization technology.
- Experience managing technical staff in the achievement of institutional goals.
- Experience with database, networking, and enterprise resource planning systems, enterprise applications, and related technologies.
- Significant project and program management experience. Proven ability to oversee and manage multiple concurrent projects.
- Ability to clearly synthesize and distill complex technical concepts into clear, actionable direction and advice for senior program staff.
- Systems integration and sourcing background
- Systems integration experience of integrating multiple, heterogeneous, multi-vendor applications, data and processes within an operating entity and between operating entities.
- Ability to communicate and collaborate effectively with both technical audiences and business audiences.
- Sensitivity to and ability to deal with the diverse interests of all members of a multiethnic college community.

### **Strongly Preferred:**

- Advanced computer science, mathematics, engineering, instructional technology, or other technical degree.
- Experience in technology-enabled learning.
- Experience with educational or school information systems.
- Experience developing partnerships to create external participation and partner ecosystem for technology programs.
- Proven ability to lead cross-organization technology vendor due diligence and selection projects, including negotiations and vendor sourcing evaluations.
- Experience leading technology product development programs, preferably with consumer-oriented products. Experience in delivering software products and technologies across the lifecycle – from scoping, to writing technical specifications, to managing the execution and successful release.

<sup>1</sup>Meeting minimum and preferred qualifications does not assure any candidate an interview.



## Vice President of Information and Technology Resources

### **Hartnell College and the Community:**

Hartnell College is a comprehensive community college that serves the entire Salinas Valley in Monterey County, California. Founded in 1920, Hartnell has established itself as a respected institution to earn an associates degree, to acquire vocational skills, or to take foundational classes before transferring to a 4-year college or university. Hartnell's focus is its students and the services it provides for them. Hartnell believes solid technology infrastructure and vision is key to providing the level and breadth of service expected by today's students and to building Hartnell's reputation as an academic leader in the state of California.

Hartnell's 10,000 students are diverse, with Mexican and Mexican American students constituting more than 60% of the enrollment, mirroring the larger community population. Thus, Hartnell has earned the federal designation as an Hispanic Serving Institution. A large percentage of students speak Spanish as their primary language. The college employs approximately 100 full-time and 300 adjunct faculty members, 150 classified employees, and 30 administrators.

The college has gained accolades for its success in forming partnerships and internships with NASA, Naval Postgraduate School, and other institutions to prepare students for research careers. The arts flourish with a studio arts program and The Western Stage theater company. Recently, key partnerships with local industry helped the college to develop vocational programs in sustainable agriculture and green construction.

Bond financing continues to provide funding for impressive new facilities on the main campus and on the 140-acre Alisal Campus, where the college just opened its Center for Advanced Technology in the spring. The King City Center opened in 2002 and now serves 1,500 of our students.

Hartnell College is key to the future of the community and its population. With over half of the population below the poverty level of income, the College provides an opportunity for making a significant social and economic impact on the community and on the lives of individuals. There is significant opportunity for enrollment growth, since the average age of the District population is 24.5 years.



## Vice President of Information and Technology Resources

### Salary and Benefits:

- Management salary range I(a): \$127,356 to \$141,759 annually
- Within this salary range, the successful candidate's starting salary will be commensurate with verified education and experience.
- \$1500.00 annual doctoral stipend.
- District paid medical, dental, and vision insurance for employee and a high percentage of coverage for eligible dependents.
- Sick leave, vacation, paid holidays.
- Employee assistance program, basic life insurance for employee only.
- STRS (state teacher retirement system) or PERS.
- 403b/457 Options

### Application Procedure:

Completed applications must be received in the Hartnell Community College District Human Resources Office by **4:00 pm, on July 28, 2011** to be considered in the first round of screening. Incomplete application packets will not be considered. This position will remain open until filled; however, the first review of applications will begin Friday, July 29, 2011 and may be closed at any time thereafter at the request of the screening committee.

- 1) A letter of application explaining your experiences and qualifications in meeting each of the stated minimum and preferred qualifications for this position.
- 2) A completed District application for Administrative Position.
- 3) A comprehensive resume of educational background and experience including community involvement and professional achievements.
- 4) Copies of transcript(s) (need not be official) verifying all educational degrees and/or coursework required for this position.

### Selection Procedure:

Selected candidates will be invited for an initial interview with the screening committee. It is expected that interviews will take place the week of August 8, 2011. The finalists will be invited back for a final interview shortly thereafter. Beginning date of employment for this twelve months, 100% Academic management position will be on or after September 1, 2011.



Vice President of Information and Technology Resources

**Equal Opportunities**

It is the policy of the Hartnell Community College District that no person shall be discriminated against in any employment procedure on the basis of race, color, national origin, ancestry, religion, sex, sexual orientation, age, marital status, Vietnam-era veteran status, or disability. The College actively seeks applications from candidates who have multi-cultural experience. Contact the Office of Human Resources and Equal Employment Opportunity if you need any special accommodations to complete the application process.

**SUBMIT APPLICATION MATERIALS TO:**  
Hartnell Community College District  
Human Resources and Equal Employment Opportunity

**411 Central Avenue**

**Salinas, California 93901**

**(831) 755-6706**

**Fax: (831) 755-6937**

Applications available at: [www.hartnell.edu/hr](http://www.hartnell.edu/hr)