



# Chinook's Edge School Division Posting and Career Opportunity

## Director of Technology

Due to the impending retirement of the current incumbent, Chinook's Edge School Division (CESD) invites applications for a Director of Technology effective June 2, 2025 or as mutually agreed.

The Director of Technology Services is a key leadership role within Chinook's Edge School Division (CESD), responsible for the strategic vision, operational management, cyber security and continuous improvement of all technology services and infrastructure. This includes overseeing network operations, core systems, and the integration of technology into the educational environment. The Director will collaborate closely with stakeholders across the division to ensure technology effectively supports teaching, learning, and administrative functions.

It would be an asset if the successful candidate will be able to provide evidence of:

- Bachelor's degree in Information Technology, Computer Science, or a related field.
- Formal cybersecurity training or equivalent training and experience.
- Proven experience in a leadership role within an IT department, preferably in an educational setting.
- Strong understanding of network infrastructure, server management, and cybersecurity best practices.
- Experience with educational technologies, including learning management systems, student information systems, and assistive technologies.
- Experience with PowerSchool, Follett/Destiny, and Google Workspace administration.
- Knowledge of Chromebook management.
- Familiarity with various network protocols (TCP/IP, DHCP, SNMP).
- Experience with virtualization technologies (e.g., VMware).
- Understanding of cloud-based services and their application in education.
- Excellent communication, interpersonal, and problem-solving skills.
- Ability to work collaboratively with diverse stakeholders.

Reporting to the Associate Superintendent of Learning Services, the Director of Technology is expected to fulfill the following responsibilities in a manner which is supportive of the Board, its employees, and most importantly, in the best interest of students. The roles and responsibilities are:

- **Leadership & Strategy:**
  - Provide visionary leadership and strategic direction for the Technology Department.
  - Develop and implement a technology plan aligned with the division's strategic goals and educational priorities.
  - Foster a culture of security, innovation and continuous improvement within both the department and organization.
  - Stay abreast of emerging technologies and trends in educational technology.
- **Network Operations:**
  - Oversee the design, implementation, and maintenance of robust and secure LAN, WLAN, and WAN networks.
  - Ensure high network availability, performance, and security.
  - Manage L3 network infrastructure, including routers, switches, firewalls, and servers.
  - Monitor network usage, analyze performance, and conduct capacity planning.
- **Core Systems & Infrastructure:**
  - Manage and maintain critical IT systems, including Windows and Linux servers, Active Directory, virtualization cloud platforms.
  - Oversee the implementation and integration of key software applications (e.g., PowerSchool, Google Workspace).
  - Ensure data security and integrity.
  - Manage data center operations and make strategic decisions regarding infrastructure.



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- **Educational Technology:**
  - Collaborate with Learning Services and Student Services to integrate technology safely and effectively into classrooms.
  - Software and App approval as per CESD app approval process.
  - Support the use of assistive technologies to meet diverse learning needs.
  - Explore and pilot new technologies to enhance teaching and learning.
- **Team Management & Budget:**
  - Lead and mentor a team of technology professionals, including technicians and support staff.
  - Provide Tier 3 support to the Technology Team.
  - Effectively manage the technology department budget.
  - Oversee technology procurement and vendor relationships.
- **Performs other duties as assigned by the Superintendent.**

We ask that applicants prepare both a cover letter and resume, complete with the names and phone numbers of at least three current work related references. Cover letters can be addressed to Mr. Mike Garrow, Associate Superintendent of People Services, Chinook's Edge School Division. Applications for this posting will be accepted until **11:59 pm, Wednesday, January 30th, 2025**. The successful applicant will be required to provide a criminal record and vulnerable sector check. Applications for this posting will only be accepted by using the 'Apply' link on this page, and will no longer be accepted by email.

Chinook's Edge School Division is one of the largest school divisions in the province. Situated in central Alberta between Calgary and Red Deer, Chinook's Edge is home to 11,000 students and 2,000 staff throughout 40 schools. Our schools are located in 13 communities that sprawl east and west from the Highway 2 corridor, conveniently providing Chinook's Edge staff and families with the best of both worlds: a friendly, healthy and affordable small-town lifestyle combined with the proximity to big city amenities! Plus, the world famous Rocky Mountains are a short drive away. The Chinook's Edge reputation for staff and student wellness, our family-friendly communities that boast easy access to exciting cultural and recreational opportunities, and our highly regarded quality learning environments make us a desirable division in which to live, learn, work and play! For more information on Chinook's Edge School Division, please check our website ([www.cesd73.ca](http://www.cesd73.ca)).

***By virtue of the submission of an application, the applicant agrees that the Superintendent or designate can contact previous employers for the purpose of conducting confidential reference checks whether or not the applicant has listed a reference for that employer.***

While we thank all applicants for their interest, only those individuals selected for interviews will be contacted. Resumes of individuals not granted an interview will not be kept on file.