



## **DIRECTOR OF TECHNOLOGY**

### **About Us:**

The Stupski Foundation is a private, not-for-profit operating foundation whose mission is to improve life options for children of color and poverty through transformation of the public education system. We do so by fostering innovation in education that will prepare students for college, meaningful work and life in today's highly complex and competitive global marketplace.

In February 2010, the Stupski Foundation Board of Directors approved a business case and strategy to create a knowledge platform for education system leaders. The knowledge platform's broad goal is to connect our customers - leaders at the school, district and state levels - with the most effective instructional and change management practices that produce dramatically high student achievement or "breakthrough learning," particularly for children of color and poverty. We are located in San Francisco, California with an annual budget of approximately \$15 million and 24 full-time staff, with plans for expansion.

### **About the Position:**

Central to the foundation strategy is the design and implementation of an online platform to support our work with stakeholders across the Education sector - this is the technical instantiation of the knowledge platform referenced earlier. Our vision includes an online offering for a dynamic knowledge base representing research and examples of next-generation or breakthrough learning, social software to facilitate connections among practitioners and partners, and change management tools for leaders to effect innovative change within their organizations and functions. The successful candidate will demonstrate the ability to seize this moment and deliver state-of-the-practice social networking tools, advanced knowledge management tools, and analytics that reflect next-generation data for education. This position will be responsible for all phases for this technical offering: strategy, planning, design, implementation, maintenance.

The Director of Technology role is responsible for the strategic planning and ongoing tactical management of all information technology and service functions in support of the foundation's programmatic mission. This includes managing all staff and processes related to web infrastructure and projects, desktop/laptop computing, applications, email, networking, instructional technology, research and database needs, and audio/visual services. This is a highly visible role requiring strong IT credentials, outstanding leadership and management skills, superior communication skills, and the ability to provide innovative and strategic direction for the foundation. The Director of Technology will report to the Chief Operating Officer.

In order to develop and implement the knowledge platform the foundation has partnered with select partner States referred to collectively as the "Network". The Director of Technology will enable the successful execution of the Network program strategy through development and deployment of the Network's Technology Strategy. This will require extensive coordination and collaboration with State and District CIOs for Network states, providing cross-district technology advice and counsel. The individual will partner closely

with the Network Director, and function as a liaison between the long-term technology needs among stakeholders and the Technology Program.

### **Essential Job Functions, Duties, and Responsibilities:**

#### **Strategy & Planning**

*Beyond the direct responsibility for the online platform, the Director of Technology will function as the senior technical advisor to the Innovation Lab Network Director, directly supporting the field work commencing in mid-2010.*

- Identify opportunities and risks for advancing internal and external stakeholder capacity for technology adoption and exploitation. Tasks will include identification of services, opportunities for innovation, and assessment of marketplace obstacles and technical hurdles to stakeholder success.
- Identify technology trends and evolving social behavior that may support or impede the success of the initiative.
- Evaluate and identify appropriate technology platforms (including web application frameworks and the deployment stack) for advancing stakeholder interests.
- Lead technology strategic planning to achieve business goals by identifying and prioritizing development initiatives and setting timetables for the evaluation, development, and deployment of technology services.
- Participate as a member of the senior management team in establishing a technology governance processes to ensure that objectives are achieved, risks are managed appropriately and sponsor organization's resources are used responsibly.
- Collaborate with Network State Education Agencies and Local Education Agencies technology leaders to assess and recommend technologies that support Network needs.
- Establish a governance process that meets government, partner, and stakeholder expectations for student and user information privacy.
- Advise Network stakeholders regarding the development and execution of an enterprise-wide information security plan that protects the confidentiality, integrity, and availability of the stakeholder's data and servers.
- Advise Network stakeholders regarding the development and execution of an enterprise-wide disaster recovery and business continuity plan.
- Communicate the foundation's technology strategy to management, staff, partners, customers, and stakeholders.

#### **Implementation & Deployment**

*Specific tasks associated with the online platform design, ongoing development and maintenance.*

- Review current best practices for the selected web framework and establish the initial architecture for the online offering.
- Review current best practices and emerging technologies for online social networking tools and deployment methodologies.
- Deploy advanced data visualizations and analysis based on longitudinal 'next-generation' education data (going beyond compliance data and using data that demonstrates student engagement and other indicators of breakthrough results for the learner).
- Coordinate with the IT Project Manager to select and manage outsourced vendors who will implement the online offering.
- Review and approve proposed development releases and manage the release processes.

- Coordinate with the IT Project Manager to evaluate and select web application hosting providers.
- Establish an application deployment process and supervise deployment of staging and production servers.
- Establish and monitor a web analytics regime that measures site traffic and application usage relative to stated goals.
- Establish customer service and support protocols. Establish a process to integrate customer service and support with the software engineering process to support resolution of customer issues and improve application usability.

### **Operational Management**

*The Director of Technology advises the foundation regarding emerging technology issues, opportunities, and risks across a broad business portfolio.*

- Maintain up-to-date knowledge of technology standards, industry trends, emerging technologies, and software development best practices by attending relevant conferences and reading widely (including reading your peers' blogs!).
- Define and communicate values and standards for acquiring or developing systems, equipment, or software within the Network.
- Encourage that technology standards and best practices are maintained across the Network.
- Share knowledge, mentor, and educate the management, staff, partners, customers, and stakeholders with regard to technological vision, opportunities, and challenges.
- Ensure technical problems are resolved in a timely and cost-effective manner.
- Develop, track, and control the development and deployment of the operating and capital budgets for the organization.
- Ensure that technological processes and customer-facing services comply with community expectations and applicable laws and regulations for privacy, security, and social responsibility.
- Promote achievement of the foundation's goals within the context of community collaboration, by developing policies for sharing software code, technological innovation, business processes, and other intellectual property.
- Contribute to open source software development, standardization of technologies, and evolution of best practices by collaborating with peers outside the foundation, releasing code, presenting at conferences, and writing for publication (online or offline).

### **Oversee Internal IT Operations**

*The foundation operates a modest internal IT operation to support staff - managing this function is a direct responsibility for the Director of Technology.*

- Develop and execute internal IT strategy and budgets
- Manage internal Technology staff and help-desk resources
- Oversee contractors and vendor relationships
- Manage procurement cycles for provisioned devices (currently moving to a stipend model for personal computing devices)
- Develop IT department policies

### **Qualifications**

- BS in the field of computer science, business administration, or other rigorous discipline. An advanced degree in one these fields a plus.
- 10 years experience managing web application development.

- Hands-on experience coding in more than one currently popular web application framework and web standards.
- Ability to discern user requirements and develop specifications.
- Has contributed to one or more open source projects.
- Skill with CSS, XHTML, one or more Javascript frameworks, and AJAX.
- Knowledge of Internet protocols and RFC standards, database management systems, and revision control systems.
- Familiarity with technical requirements of Internet marketing and search engine optimization.
- Familiarity with information security vulnerabilities and risk management.
- Familiarity with privacy and industry compliance requirements.
- Exposure to business theory, business process development, governance processes, management, budgeting, and administrative operations.
- Proven leadership ability.
- Ability to set and manage priorities judiciously.
- Excellent written and oral communication skills.
- Ability to articulate ideas to both technical and non-technical audiences.
- Exceptionally self-motivated and directed.
- Keen attention to detail.
- Superior analytical, evaluative, and problem-solving abilities.
- Exceptional service orientation.
- 25-50% travel required.
- Local candidates preferred but relocation will be considered for the right candidate.

**To Apply:**

If you would like to apply, please send your resume and a cover letter to **HR@Stupski.org**. Indicate **"Director of Technology"** in the subject line of the email for the fastest consideration. In your cover letter, please comment on how your skills and experiences are a good match for this position. Also comment on the personal qualities that you bring to the work environment and salary requirements.

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