



Vacancy Announcement **Chief Information Officer**

Business Intelligence and Information Technology

Virginia Union University (VUU) was founded in 1865 in the heart of Richmond, VA. Over the past 153 years, the university has become a premier liberal arts urban institution of higher education and center of excellence for the preparation of students and the development of leaders for tomorrow's world.

The CIO provides effective leadership for all aspects of the technological architecture, security, and integration, ensuring that technology investments support Virginia Union University's strategic goals and priorities. The CIO is responsible for all functions related to IT, including ERP systems, network availability, security, and management of all educational technologies. The CIO engages constituents across university divisions, and functions regarding IT needs. The CIO works with the executive team to align the Office of Information Technology's (OIT) priorities with the University's mission and vision. The Chief Information Officer is the lead position for Information Technology at Virginia Union University. The CIO establishes policy in all areas of information technology and security and is responsible for strategic planning, management, leadership, vision, budget, personnel, and technological training. Reporting to Executive Vice President/COO, the CIO represents IT to all campus entities as well as external concerns, including vendors, groups, and industry-related consortiums.

Duties and Responsibilities:

Specific duties may include and are not limited to the following:

- Provide strategic and tactical planning, implementation, and development of the IT department.
- The guidance of daily, yearly, and long-term IT vision, goals, and projects.
- Responsible for all IT products, systems, and staff.
- Provide strong support for all direct reporting staff, including administrative, budget, and personnel management.
- Evaluate and provide guidance to all IT staff, including evaluations, correction, and disciplinary measures.
- Serves as the Chief Information Security Officer & Data Protection Officer for the campus.
- Policy development, research, evaluation, and implementation.
- Manage purchasing and vendor relations and negotiations.
- Develop, manage, and approve budgets and purchasing.
- Strong technology industry knowledge, maintaining current knowledge of IT trends and topics.
- Thorough knowledge and understanding of Jenzabar and Blackboard products and services.
- Experience identifying, leading, and training teams.

- Other duties as assigned

Qualifications:

- Bachelor's degree from an accredited college or university.
- Master's degree and/or information management-related certifications preferred.
- Minimum 5 years' experience in information technology and data management.
- In-depth knowledge of data administration and management processes.
- Outstanding communication and presentation skills.
- Good understanding of modern databases and information system technologies.

Salary: Commensurate with experience

Applications Deadline:

Review of candidate materials will begin immediately and continue until the position is filled. Applications should include a resume with three references and a cover letter and should be emailed to Resumes@vuu.edu. Please call (804) 257-5841 with any questions.

The selected applicant may be required to submit to a background investigation. VUU is an Equal Opportunity Employer. We consider qualified applicants without regard to race, color, religion, sex, national origin, sexual orientation, disability, gender identity, protected veteran status, or other protected class.

For more information about Virginia Union University, visit <https://www.vuu.edu/about-vuu>

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