



BISHOP CHATARD HIGH SCHOOL

Bishop Chatard Chief Information Officer

The Chief Information Officer (CIO) serves as the information technology leader for Bishop Chatard High School and supports the technology needs of the parishes and schools of the North Deanery of the Archdiocese of Indianapolis. This individual will serve as a planning and visioning resource, as well as provide oversight of the Assistant Director of Technology and participate in the responsibilities of this position as needed. The CIO will report to the Principal.

Essential Duties

Bishop Chatard High School.

- Create and implement a 1-year and 3-year technology plan, including vision, core principles, goals, and objectives
- Manage technology operations, including hands-on administration of infrastructure and applications
- Manage related contracts for services, purchases of equipment and software
- Manage financial processes for technology including purchasing, budgeting, vendor management and grants
- Participate as a key member of the administrative team in operational aspects of the school
- Create and implement a program for professional development for educators and staff, with a priority placed on technology integration in the learning process
- Recognize and identify consolidation opportunities of hardware and software for operational efficiency and cost savings
- Present to oversight organizations on a regular basis including the Bishop Chatard Board of Regents and the Board Facilities and Technology Committee
- Provide oversight of technology expenditures for hardware, software, labor and services to maximize cost savings
- Seek to secure grants for the funding of technology-related improvements
- Serve as a resource to the archdiocese in developing technology standards and best practices
- Ensure that the practices of Bishop Chatard align with archdiocesan practices
- Share processes, lessons learned, best practices and plans with other deaneries
- Ensure good vendor and community relationships
- Perform related duties as assigned by the Bishop Chatard principal

North Deanery Parishes and Schools

- Support and lead the discussion of the creation, maintenance, and advancement of deanery-wide technological standards
- Support major technology projects for all parish departments and functions as requested by the parishes
- Support and lead the discussion of the review, creation and advancement of contracts for economies of scale across the North Deanery to maximize cost efficiencies and quality of service
- Support the process for acquiring grants to fund all aspects of the delivery of technology to the schools and parishes

Education and Experience Requirements

Minimum:

- Bachelor's degree in computer science or related field
- Experience in analysis, implementation and evaluation of IT systems and their specifications
- 5 years of experience in an Information Technology role in the field
- 5 years of experience managing operations and support services
- Hands-on experience with network, server, and cloud application administration
- Organizational leadership experience
- Outstanding communication skills

Desirable:

- Master of Business Administration or IT related field
- 10+ years of experience managing infrastructure application development and support services
- 10+ years of experience managing operations and support
- Experience with educational technology integration
- Experience with client device management for 100's-1000's of devices
- Experience with physical safety and cybersecurity management
- Demonstrated experience with network
- Project management and/or relevant Information Technology certifications.
Certified Project Manager