Assistant Vice President, Instructional Technologies Support

Job Code 50009109

General Description
Responsible for serving as the main contact for Instructional Technology Support (ITS) and as an expert in ITS application for teaching and learning.

Example of Duties
Develop and manage a comprehensive ITS program.
Manage university academic computing activities.
Sustain a comprehensive student lab.
Enhance access to instructional technology tools in campus facilities.
Develop and administer departmental budget.
Assess effectiveness of instructional technology in teaching and learning.
Coordinate web development and distance education activities.
Maintain an effective staff.
Collaborate with faculty to obtain grant funding for development in ITS
Manage ITS support of faculty in technology integration.
Perform other duties as assigned.

Knowledge, Skill and Abilities
Knowledge of: ITS applications useful in classroom and distance education; academic computing lab management and architecture; budget management; ITS tools, capabilities and maintenance.

Skill in: improving awareness of and teaching ITS to faculty; resource application; effective communication; establishing rapport with on campus groups as well as other educational institutions.

Ability to: manage and train a diverse workforce; sustain a comprehensive ITS plan; articulate vision to both technical and non-technical audiences.

Experience and Education
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements