

# Vacancy Notice

# OCMBOCES

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Notice of vacancy within the Onondaga-Cortland-Madison BOCES

Position: *Assistant Director – Regional Information Center*

Division: Administration

Location: CNYRIC Campus, 6075 E. Molloy Road, Syracuse, NY

Duties: Searching for an innovative highly-qualified **leader** with the following qualities:

- assist in the direction of activities of the Regional Information Center with responsibility for the provision and promotion of technology services to various BOCES and school districts within the region;
- ability to collaborate with OCM BOCES leadership organization wide in the implementation of Regional Information Center services;
- direct, plan, develop and supervise managers of technical support staff in telecommunications, networking and data center operations;
- ability and vision to assist school districts through the use of “best practices” in the instructional technology arena;
- ability to understand, interpret, organize and share data to support learning through the use of technology with the curriculum;
- collaborate with the instructional support and staff development teams to integrate learning strategies utilizing instructional technology into the school curriculum to increase student engagement and to provide support for interactive instructional collaboration utilizing technology resources;
- coordinate instructional technology activities with other OCM BOCES departments;
- liaison with district instructional leaders to define and enhance instructional technology/infrastructure;
- administer personnel functions including recruitment, supervision, evaluation, budget, and staff development;
- good sense of humor; and
- does related work as required.

Qualifications: Applicants must have administrative certification and/or meet Civil Service requirements.

Salary: Commensurate with experience

Starting Date: To be determined

Closing Date: January 08, 2021

**To apply, forward letter of interest and resume to:**

Onondaga-Cortland-Madison BOCES

Attn: Joseph Bufano, HR Director/School Attorney

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