



# Columbus Academy

## Director of Technology

**The School:** Founded in 1911, Columbus Academy is a coeducational college preparatory day school of over 1,100 students age 3 through grade 12 located on a 231-acre campus in Gahanna, Ohio. Student programs are organized into three divisions: Lower School (Age 3-Grade 5), Middle School (Grades 6-8) and Upper School (Grades 9-12). The school offers a vigorous academic program as part of its mission to educate the whole child – mind, body and character. Columbus Academy faculty and staff members are expected to be continuous learners in their fields, to engage in caring and cooperative partnerships with colleagues and parents, to have a demonstrated commitment to the values of equity and inclusion, and to help each student reach his or her full potential.

**The Position:** Columbus Academy seeks a full-time Director of Technology with responsibilities to begin as soon as possible.

**Qualifications** (preferred candidates will possess the following qualifications):

- Bachelor's degree or higher preferred
- Proficiency in the configuration, deployment, and management the school's computers and iPad one-to-one program (macOS, iPadOS, Windows), servers (macOS, Windows, Linux), network devices/border security (Cisco, Meraki, Palo Alto), cloud services (Adobe, Blackbaud, SchoolPass, Google, Jamf, Apple School Manager) and IP telephone system (Cisco)
- Proven attention to detail, commitment to accuracy and high level of personal organization
- Ability to exercise judgment, diplomacy and confidentiality
- Strong communication skills (written, oral and interpersonal)
- Work collaboratively within team structure
- Build relationships quickly through effective and positive interactions

**Position Expectations** (the individual selected to this position will be expected to carry out the following responsibilities):

- Lead the technology/information services and the engineering/design teams as well as support and lead the school's innovative and strategic initiatives
- Lead the technology department's role in pursuing Columbus Academy's Strategic Vision (Curricular Innovation, Ethics and Character Formation, Student Flourishing, Service Learning, Campus as a Living Classroom)
- Promote, oversee and support all program elements of the school's makerspaces, design and engineering programs

- Support students and faculty in the use of technology tools to empower student voice and ensure that learning is a student-driven process in line with the 2016 ISTE Standards (Empowered Learner, Digital Citizen, Knowledge Constructor, Innovative Designer, Computational Thinker, Creative Communicator, Global Collaborator)
- Maintain an active presence in the local, regional and national communities of information technology and engineering
- Develop partnerships with external organizations to both support the mission of the technology department and provide additional learning opportunities for students
- Work closely with Division Heads to hold students accountable for the school's standards of behavior and student's emotional well-being
- Other duties as assigned

**Physical Conditions** (candidates must be able to manage the following conditions):

- Mobility around school buildings and on different floors (handicap accessible)
- Repetitive motion (use of a computer keyboard)
- A non-smoking campus

**Legal Requirements:** All Columbus Academy employees must pass required criminal records checks. Where appropriate, individuals will also be required to provide proof of academic credentials.

**To Apply:** Interested candidates should apply online at <https://columbusacademy.hrmdirect.com/employment/job-openings.php?sort=pa&&search=true&nohd>.

Columbus Academy believes strongly in the principles of diversity, equity and inclusion. We seek to identify and hire a greater number of faculty of color to serve as role models for all students. We strive to foster a diverse campus community, which recognizes the value of all persons regardless of religion, race, ethnicity, gender, sexual orientation, disability or socioeconomic background.