INVITES APPLICATIONS FOR:

Security Systems Administrator

Lane ESD Security Systems Administrator is responsible for supporting Lane ESD and component districts in the planning and implementation of plans to address information and cyber security needs of student and staff and responding to security threats. Responsibilities also include participation in the implementation of current trends in technologies associated with the position.

The Security System Administrator must maintain excellent interaction with other ESD departments and component districts, and must provide cross-support to other technology positions. The Security Systems Administrator must also professionally represent Lane ESD in interaction with other public agencies and vendors at political, business, and technical levels.

Closing Date: July 19, 2020
Or Until Filled

Start Date: Upon hire

Salary: $66,851 - $95,056

One position at 1.0 FTE (8 hours/day)
260 Day Calendar

About Lane ESD

In providing services to Lane County school districts, Lane ESD seeks to fulfill our core purpose of Shaping the Future: Supporting Excellence in Education. Lane ESD employees strive to embody core values of equity, commitment, leadership, collaboration, and integrity.

The mission of education service districts is to assist school districts and the Department of Education in achieving Oregon’s educational goals by providing equitable, high quality, cost-effective and locally responsive educational services at a regional level. The ESD partners with school districts, local universities and community college, and other community agencies in providing quality services to the component school districts in Lane County.

Lane Education Service District provides a wide array of services to the 16 School Districts in Lane County serving about 45,000 students. Services in special education, school improvement, technology, and administrative services are designed to support districts in meeting the challenge of serving a diverse student population. We focus on systemic school improvement, multicultural curriculum, and assisting districts in development of students who are well prepared to be global citizens. Additional information about Lane ESD is available at www.lesd.k12.or.us

Lane ESD encourages and supports employee professional growth as we seek to meet the needs of students and school staff throughout the county.

About Lane ESD’s Technology Services

Lane ESD Technology Services provides support internally as well as to sixteen school districts in Lane County. The department’s purpose statement is “Removing Obstacles from Instruction.” In addition to having strong technical skills, the person filling this position will need excellent organizational skills and the ability to consistently provide support in a systemic context.
Position Available – Security Systems Administrator

We are looking for talented, forward thinking, energetic candidates who can support Lane ESD’s Vision and Core Values.

Key Responsibilities
1. Perform district security reviews to identify gaps in security architecture and support the development of security risk management plan.
   a. Assist with the implementation of information and cyber security plans
      i. Prepare recommendations for full implementation of plans
      ii. Assess implementation of plans
      iii. Document deviation from plan
   b. Assist in the development of district level written procedures documenting security standards and best practices (e.g. disaster recovery, patch management, cyber vulnerability assessments).
   c. Coordinate technology department staff in review of ESD systems, as well as, development and implementation of security risk management plan.
2. Proactively support component districts and Lane ESD in maintaining secure technology and information systems.
   a. Monitor, analyze, and report security threats directed at districts and Lane ESD systems, staff, or students.
   b. Assess district and ESD security posture and practices and make recommendations for improvement that align with industry security standards.
   c. Lead information security design and assessment of enterprise level systems.
   d. Maintains system of continuous monitoring of security system tools and practices for effectiveness and efficiency.
   e. Coordinate implementation of major ESD security systems changes or upgrades.
3. Respond to security threats and coordinate ESD and district response.
   a. Provide recommendations to address immediate threat as well as corrective actions to address long term security needs and recovery.
   b. Coordinate sharing of security issues and challenges across districts.
4. Systematically tracks information and cyber security trends and maintains expert knowledge of best practices to protect data, systems, staff and students from threats.
   a. Organizes and shares recommended security practices and trends.
   b. Provide training and technical assistance to administrative staff regarding security initiatives and risk management plans to proactively defend against possible breaches or compromises.
5. Evaluate and recommend standards regarding system use, as well as new and existing services to support end-user functionality and legal compliance.

Qualifications
1. A Bachelor’s Degree from an accredited institution with specialization in computer science, educational technology; an equivalent combination of education and experience may be considered.
2. Five years of progressive experience and responsibility in Cybersecurity, IT operations and/or IT security.
3. Demonstrated expert knowledge of cybersecurity principles, terminology, standards and frameworks (e.g. NIST, FISMA, ISO).
4. Ability to use cybersecurity principles to assess district practices and to meet district security objectives.
5. Possession of SSCP or CISSP certificate or achievement of certification within 18 months of hire required.
6. Demonstrated working experience with information security tools, practices, and techniques including application protection, IDS, IPS, SEIM, and logging systems.
7. Demonstrated experience in TCP/IP based computer networking fundamentals including routing, switching, DNS, & DHCP.
8. Demonstrated experience in enterprise information systems fundamentals including Windows and Linux servers and SAN storage.
10. Working knowledge of scripting utilities and syntax.
11. Successful experience with technology project management, and in providing technical support and training to internal and external staff.
12. Ability to make formal presentation of recommendations/project proposals and training as required.
13. Effective and creative problem solving, diagnostic and troubleshooting skills.
14. Excellent communication skills (verbal, graphic, and written) to clearly articulate technical concepts to non-technical users.
15. Demonstrated customer service orientation and ability to work well with individuals in a variety of technical background and abilities.
16. Ability to identify and solve problems in a dynamic environment.
17. Ability to meet the physical requirements necessary to perform the essential job functions.
18. A valid Oregon Driver license or the ability to obtain one is required.

Lane ESD is an equal opportunity employer, and complies with federal and state statutes which prohibit discrimination on the basis of race, color, national origin, religion, sex, age, handicap and marital status.

Equity ♦ Commitment ♦ Leadership ♦ Collaboration ♦ Integrity
## To Apply

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<td><a href="https://www.applitrack.com/lesdk12or/onlineapp/">https://www.applitrack.com/lesdk12or/onlineapp/</a></td>
<td>(541) 461-8202 <a href="mailto:hr@lesd.k12.or.us">hr@lesd.k12.or.us</a> 1200 Highway 99 North Eugene, OR 94702</td>
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- Applicants must complete an online application available at [https://www.applitrack.com/lesdk12or/onlineapp/](https://www.applitrack.com/lesdk12or/onlineapp/) in order to be considered for this position. Internet accessibility is available at Lane ESD and local libraries for applicants who do not have home internet access.

## Application Instructions and Requirements

- Applicants must complete an official Lane ESD application (see above link) to be considered for this position.
- Applications must include a cover letter, resume, two letters of reference and answers to the supplemental questions.
- Only complete applications submitted by 5 p.m. on the closing date will be considered for the position.

## Terms of Employment

- 1.0FTE. 260 work days. Benefits include: health insurance, vacation and 10 paid holidays per year.

## Selection Process

Those applicants who best qualify in terms of relevant experience and training will be invited to participate in the selection process, which will consist, at the minimum, of an oral interview. Internal applicants with qualifications that are equal to other interviewees will be given preference. A fingerprint-based criminal history investigation is required for all positions. Applicants selected for interview will be contacted by phone. Applicants not interviewed will be notified in writing.

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