Internal-UW Stevens Point

Assistant Director, IT/Information Technology Manager (2 openings)

IT Director II (Inst) (B) - IT193/IT Director I (Inst) (B) – IT191 (2 openings)

FTE 100%

Principal Work Location: UW-Stevens Point Main Campus, Student Services Center

Supervisor: Peter Zuge, Chief Information Officer

Shift: 8:00am-5:00pm, Monday-Friday. On call work required.

Information Technology

Through the discovery and dissemination of knowledge, UW-Stevens Point stimulates intellectual growth, provides a liberal education, and prepares students for a diverse sustainable world. The university is committed to creating a safe, inclusive learning community for all faculty and staff from a variety of backgrounds. Visit www.joinuwsp.org for more information about UW-Stevens Point. To learn about the Stevens Point (aka Point) area fun, jobs, housing, education, quality of life, and bragging rights, visit www.EverythingPointsHere.com.

**Assistant Director of Information Technology – Application Development**

The Assistant Director for “Information Technology – Application Development” manages services and support for critical business functions of the university. The position also plays a key role in defining and evolving the technologies and services Information Technology provides to meet new needs in a constantly evolving educational environment, including developing and implementing strategic plans for enterprise IT.

This Assistant Director is responsible for the personnel management and activities of the staff within the Applications and Development unit inside Information Technology, and reports to the Chief Information Officer.

**Information Technology Manager**

The Manager for “Information Technology – Application Development” manages services and support for critical business functions of the university. The position also plays a key role in defining and evolving the technologies and services Information Technology provides to meet new needs in a constantly evolving educational environment, including developing and implementing strategic plans for enterprise IT.

This position assists the “Assistant Director, Information Technology – Application Development” and reports to that position.

UWSP Information Technology is committed to diversity and seeks to foster growth and development of IT Technicians from underrepresented groups.
Required Qualifications

- Bachelor’s degree in relevant field preferred.
- Minimum of 5 years of progressively responsible professional experience with a record of significant accomplishment in managing complex software implementations.
- Excellent communication and interpersonal skills.
- Demonstrated experience in team building, collaboration, organizational assessment, decision-making, staff development, systems expertise and pro-active problem solving.
- Accomplished in managing people, process and projects.
- Experience working in higher education is highly desirable.
- Experience with computer applications and systems programming principles, concepts, and techniques.
- Proficiency with planning, leading, and monitoring large and complex hardware and software implementation projects.

Preferred Qualifications

- Manage, mentor and lead application and web developers
- Project planning and leadership proficiency
- Extensive experience with Student Information Systems or ERP system
- Collaboration with managers, customers and stakeholders
- Strategic and tactical planning
- Supervision of technical staff, employee evaluation and discipline
- Expertise in application designer tools and programming and reporting tools
- Proficient with managing a complex environment
- Understanding of the culture and uniqueness of higher education

How To Apply

Please be sure to complete all required fields and include all required documents before submitting your application. To return to a draft application, click on the “My Activities” link at the top of the screen after logging in. Once you click on Submit Application, you will not be able to edit or attach any application materials. After submitting the application, you will receive an Application Confirmation email from the application system. Refer to the “How To Apply” document for more information.

Anticipated Appointment Date

July 18, 2022

Terms of Employment

This is an Academic Staff annual appointment, exempt from the Fair Labor Standards Act. Salary is commensurate with qualifications and experience.

UW Stevens Point provides a competitive benefits package including monthly premiums starting at $32, deductibles starting at $250, auto-enrollment in the Wisconsin Retirement System (pension) with employer contributions, and 17+ days of paid time off (PTO)*. Additional benefits and more information available on our Total Rewards page.

Deadline

To ensure consideration, completed online applications must be received by end of day, 11:59 pm, on June 22, 2022. However, screening may continue until the needs of the recruitment are met. **Files must be complete to be considered. Submission in PDF format is preferred for all attachments. Please include the following documents:**
- Cover letter addressing qualifications and experience
- Resume
- Contact information for three professional references

(Official Transcripts may be required of finalist)
Employment will require a criminal background check. It will also require you and your references to answer questions regarding sexual violence and sexual harassment.

For additional information regarding the position, please call or email:
Karlyn Jakusz, Chair, Search and Screen Committee
Email: kjakusz@uwsp.edu
Phone: 715-346-4716

Position Contact

If you have any questions regarding the application process, need special arrangements, or if you submitted your application with missing materials, please call or email:
Human Resources
Email: human.resources@uwsp.edu
Phone: 715-346-2606

Human Resources Contact

The University of Wisconsin-Stevens Point is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, or status as a qualified individual with a disability. UW-Stevens Point values diversity and inclusion as supported by our mission, “Through the discovery, dissemination and application of knowledge, UW-Stevens Point fosters intellectual growth, provides a broad-based education, models community engagement and prepares students for success in a diverse and sustainable world.”

Individuals with disabilities who need a reasonable accommodation during the application or interview process should contact Human Resources and Affirmative Action at 715-346-2606 or hr@uwsp.edu.

The safety and success of students, faculty, and staff at the University of Wisconsin-Stevens Point is paramount. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires the distribution of an annual security report to all current and prospective students, faculty, and staff. You may obtain the complete report at https://www3.uwsp.edu/dos/clery/Pages/default.aspx.

The University of Wisconsin-Stevens Point will not reveal the identities of applicants who request confidentiality in writing, except the identity of the successful candidate will be released. See Wis. Stat. sec. 19.36(7).

An offer of employment will require a criminal background check and authorization to work within the United States as required by the Immigration Reform and Control Act of 1986.

The University of Wisconsin System is engaged in a Title and Total Compensation (TTC) project to redesign job titles and compensation structures. As a result of the TTC project, official job titles on current job postings have changed. Job duties and responsibilities remain the same. For more information please visit: wisconsin.edu/ohrwd/title-and-total-compensation-study/.

Special Notes

*PTO offering prorated based on start date and hours worked.