



PINELLAS COUNTY SCHOOL DISTRICT, FLORIDA

PCSB: 0223
Pay Grade: C09

FLSA: Exempt
Administrative

DIRECTOR, CYBERSECURITY
REPORTS TO: Associate Superintendent, Technology Information Systems
SUPERVISES: Not Applicable
QUALIFICATIONS: Bachelor's degree from an accredited college or university in Cybersecurity, Computer Science, Information Technology OR the equivalent combination of education / certifications / training AND work experience in information technology systems analysis or network security.
MAJOR FUNCTION
The Director, Cybersecurity will manage and monitor information technology (IT) and data through data security utilizing current and emerging security technologies and to create and maintain a healthy culture of security awareness throughout the organization.
ESSENTIAL RESPONSIBILITIES
<ul style="list-style-type: none">• Evaluates current and future instructional and operational technology systems from a cybersecurity and data privacy lens.• Manages the development and implementation of global network and data security policies, standards, guidelines and procedures.• Works closely with internal and external clients to gather cybersecurity information and/or data privacy objectives through gap analysis and lead teams in collaborative problem solving to close identified gaps in these areas.• Conducts regularly scheduled internal and external vulnerability tests of the organization's Information Technology (IT) resources, as well as assessment of awareness.• Conducts forensic investigations of organizational assets as required.• Facilitates a climate of collaboration and problem solving across all units within the organization.• Mitigates cybersecurity threats and educate all users of best practices for protecting personal data.• Defines system security and control procedures and develops and maintains emergency procedures for incident responses to cyberattacks and data-loss events.• Organizes and monitors security projects and manages assigned resources.• Provides verbal and written responses to audits of information technology (IT) security controls.• Performs other related duties as assigned.

TERMS OF EMPLOYEMENT

Salary and benefits shall be paid consistent with the district's approved compensation plan. Length of the work year and hours of employment shall be established by the District.

Performance of the job will be evaluated in accordance with provisions of the School Board's policy on evaluation of personnel.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

HISTORY OF JOB CLASSIFICATION

ISSUED: 06/29/21 LM; BOARD APPROVED: 9/28/21

DIRECTOR, CYBER SECURITY

WORKING CONDITIONS PHYSICAL EFFORT:	Seldom or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds	X				
2. Lift objects weighing 21 to 50 pounds	X				
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds	X				
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time	X				
10. Standing up to two hours at a time	X				
11. Standing for more than two hours at a time	X				
12. Stooping and bending	X				
13. Ability to reach and grasp objects				X	
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors				X	
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects	X				
19. Proofreading and checking documents for accuracy					X
20. Using a computer to enter and transform words or data					X
21. Using various technology tools					X
22. Working in a normal office environment with few physical discomforts					X
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van	X				
27. Other physical, mental or visual ability required by the job	X				

Director, Cyber Security – ADM