



Information Systems Manager

This full-time position is responsible for the advanced technical services and administering and maintaining Washington County Community College's local area network (LAN) and wide area network (WAN), and supervising support services. This position will perform a full range of system administrative functions in a complex computing environment, including design, purchase, installation, and configuration of hardware, software, and communication networks; perform advanced troubleshooting, technical support, maintenance, and replacement of administrative, instructional, and support technology, software, and other equipment for the college. This position will design and develop application programs for database management and maintain complex and secure data processing and storage environments composed of multiple operating systems, networks, servers, and application systems. This position will also work closely with senior management to ensure open and complete communication between all members of the campus community and assist in the development of the college's information technology plan and budget. This position is a member of the college safety community and works extensively with this group to implement campus security protocols. Some nights and weekends may be required. Position is performed under limited supervision and a high level of judgment is required.

Minimum Qualifications: Bachelor's degree in computer technology and 3 years of experience designing, installing, configuring, and troubleshooting hardware, software, and networking issues in a multi-user operation. Knowledge of the following: wired and wireless network design, installation, support, and maintenance; cybersecurity best practices; Microsoft Active Directory and Microsoft System Center Configuration Manager (SCCM). Ability to troubleshoot technology problems from identification through to resolution, provide technical training in individual, small group, and large group environments, communicate complex technical issues to non-technical employees and adapt and be flexible to changing priorities. Excellent leadership and personnel management skills.

Salary Range: \$55,744 to \$64,230 salary commensurate with credentials and experience. A negotiated pay raise is effective July 1, 2022. **Benefits:** 100% employer paid health for employees, dental & life insurance for employees, (spouse/domestic partner/dependent coverage also available), Maine State Retirement, professional development opportunities, free tuition within the MCCS (employee and dependents), Provided annually, 13 holidays, 15 vacation days (with longevity, this increases), 12 sick days, 2 personal days, safety shoes and equipment, cell phone, and internet prorated reimbursement.

Application Process: Interested candidates should submit a cover letter, resume, unofficial transcripts, list three professional references (letters accepted) to resume@wccc.me.edu or mail to Robyn Leighton, Human Resource Coordinator, Washington County Community College, One College Drive, Calais, ME 04619. Review of applications will begin Friday, June 3, 2022, position is open until filled. *WCCC is an EO/AA Employer*