



DIRECTOR OF TECHNOLOGY

Start Date: July 2027 or sooner

Cincinnati Country Day School

Cincinnati, Ohio | countryday.net



**Carney
Sandoe**
& ASSOCIATES

MISSION STATEMENT

Cincinnati Country Day School creates leaders who, through the discovery of their own abilities, kindle the potential of others and better a dynamic world.

At a Glance



1926
established



848
total enrollment



35%
students of color



92
total full-time faculty



85%
faculty with
advanced degrees



9:1
student-faculty ratio



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OVERVIEW

Cincinnati Country Day School (CCDS) seeks a visionary, collaborative, and strategic technology leader to serve as its Director of Technology. Reporting to the Head of School and serving as a member of the school's leadership team, the Director of Technology provides leadership, planning, management, and oversight for all aspects of the school's technology program, infrastructure, cybersecurity, instructional technology initiatives, and technology support services.

The Director of Technology will develop and execute a comprehensive technology strategy that advances the school's mission, enhances teaching and learning, supports operational excellence, safeguards institutional data, and ensures the reliability and scalability of the school's technology ecosystem. The ideal candidate combines strong technical expertise with exceptional leadership, communication, project management, and strategic planning skills.

This is a 12-month, full-time administrative position.



LEADERSHIP RESPONSIBILITIES

The Director of Technology will:

- Develop and implement a multi-year technology vision and strategic roadmap aligned with school priorities.
- Serve as the primary advisor to school leadership regarding technology strategy, innovation, cybersecurity, infrastructure, and digital transformation.
- Lead, mentor, and evaluate technology personnel and external technology service providers.
- Build and manage technology operating and capital budgets.
- Oversee technology procurement, vendor relationships, contract negotiations, and software licensing.
- Establish and monitor technology governance, policies, standards, and best practices.
- Lead technology-related risk management, business continuity, disaster recovery, and cybersecurity initiatives.
- Collaborate with academic and administrative leaders to identify technology solutions that improve teaching, learning, communication, and operational efficiency.
- Stay informed regarding emerging technologies, independent school technology trends, artificial intelligence, cybersecurity developments, and educational innovation.



Infrastructure and Systems Management

Provide strategic oversight and operational leadership for the school's technology environment, including:

- Microsoft enterprise infrastructure supporting approximately 1,000 faculty, staff, and student devices.
- Microsoft 365 services, including Entra ID, Intune, Teams, Exchange Online, SharePoint Online, and School Data Sync.
- Active Directory and hybrid identity management environments.
- Windows Server, Azure Stack HCI, Hyper-V, SQL Server, and related enterprise systems.
- Microsoft Surface device lifecycle management, deployment strategy, and endpoint security.
- Enterprise networking infrastructure, including Extreme Networks and Aruba switching environments.
- Campus-wide wireless infrastructure utilizing Extreme Cloud IQ.
- Network services including DNS, DHCP, NPS, file services, and print services.
- Fortinet security platforms and related network security controls.
- Enterprise PKI and certificate management.
- AudioCodes telephony infrastructure and SIP services.
- Coro cybersecurity platform and cybersecurity monitoring initiatives.
- Veracross Student Information System and related integrations.
- Lenel OnGuard access control systems.
- Google Cloud DNS and other cloud-based infrastructure services.

Cybersecurity and Data Protection

The Director of Technology will:

- Lead the development and execution of the school's cybersecurity strategy.
- Establish security policies, procedures, and standards aligned with industry best practices.
- Conduct regular risk assessments and vulnerability management reviews.
- Oversee identity management, endpoint security, security awareness training, and incident response planning.
- Ensure compliance with applicable privacy and data protection requirements.
- Manage cybersecurity vendors, audits, and remediation efforts.
- Coordinate business continuity and disaster recovery planning.



\$7M

financial aid
awarded



28%

students receiving
aid



\$44M

endowment



\$23M

annual operating
budget



60 acres

campus size



Technology Operations

- Ensure high availability and reliability of critical technology systems.
- Establish service delivery standards and performance metrics.
- Oversee incident management, problem resolution, and technology support operations.
- Promote operational excellence through automation, documentation, and process improvement.
- Utilize PowerShell, scripting, and automation platforms to improve efficiency and scalability.
- Develop and maintain comprehensive technology documentation, architecture diagrams, inventories, and operational procedures.

Instructional Technology Leadership

- Partner with school leadership and faculty to advance innovative uses of technology in teaching and learning.
- Evaluate and recommend instructional technology tools and platforms.
- Support professional development initiatives related to educational technology.
- Facilitate responsible and effective use of emerging technologies, including artificial intelligence solutions.

QUALIFICATIONS AND PERSONAL ATTRIBUTES



Required

- Bachelor's degree in Information Technology, Computer Science, Educational Technology, Information Systems, or a related field.
- Minimum of 7-10 years of progressively responsible technology leadership experience.
- Demonstrated success managing enterprise technology environments.
- Strong expertise with Microsoft cloud and on-premises technologies.
- Experience leading cybersecurity, infrastructure, systems administration, and network operations.
- Strong financial management and budgeting experience.
- Excellent leadership, communication, collaboration, and project management skills.
- Ability to communicate highly technical concepts to both technical and non-technical audiences.



Preferred

- Master's degree in a related field.
- Technology leadership experience in an independent school, higher education, or nonprofit environment.
- Microsoft, cybersecurity, networking, or project management certifications.
- Experience with Veracross or other student information systems.
- Familiarity with AI governance and responsible artificial intelligence implementation.



Personal Characteristics

The successful candidate will demonstrate:

- Strategic and innovative thinking.
- Strong interpersonal and relationship-building skills.
- Sound judgment and decision-making abilities.
- A service-oriented leadership style.
- A commitment to continuous improvement.
- The ability to lead through change and foster collaboration across all constituencies.

LEARN MORE

- [School Website](#)
- [School History](#)
- [College Matriculation](#)
- [About Cincinnati, Ohio](#)





TO APPLY

Interested and qualified candidates are invited to contact the consultant in confidence. Candidates will ultimately need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position;
- A current résumé; and
- A list of three professional references with name, relationship, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

SCOTT ROY

Chief Technology Officer
scott.roy@carneysandoe.com



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