KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISED/APPROVED OCTOBER 2026
SALARY SCHEDULE #21
CLASSIFIED ADMINISTRATIVE – OVERTIME EXEMPT
CODE: 2, 6, 8

SENIOR DIRECTOR - TECHNOLOGY SERVICES

DEFINITION

The Department of Technology Services is responsible for the design, procurement, implementation, management and security of all internal and external KCSOS technology solutions.

Under general direction, the Senior Director of Technology Services will plan, organize, direct, and manage a variety of technological functions.

Direct and administer a variety of special projects in support of the Superintendent of Schools information and telecommunications mission for our internal and external IT clients.

EXAMPLES OF DUTIES

Plan, organize, direct and manage a variety of technology services;

direct the networking services unit which supports data communications for local-area and wide-area networks, and the Internet Services Platform;

direct the user support technical unit, repair services, the help desk services unit, data base specialists and application development staff;

manage a large staff of professionals involved in facilitating strategic initiatives and planning;

direct related IT services for our external school district clients as needed;

direct and manage the data collection and analysis of data for the Kern County Superintendent of Schools Office internal operations;

coordinate a periodic analysis of IT related education issues and implications pertaining to public schools in Kern County;

consult with other agencies and groups to provide data analysis for decision-making activities;

oversee the maintenance and updating of database systems;

act as a major resource in the preparation and analysis of advanced planning activities, advising in areas of technology and projecting current data;

research, evaluate, recommend, and provide leadership in implementing technology and security solutions;

provide technical and legal research associated with currently established and emerging technologies to develop implementation strategies associated with technologies that best benefit KCSOS;

develop strategies to resolve IT organizational issues;

supervise and evaluate assigned employees;

oversee data storage systems and disaster recovery systems and effective implementation of those systems;

attend meetings and represent KCSOS to local, regional and state level agencies;

assist with the maintaining of a county-wide IT Directors/Leaders network to share best practices and collaborate with KCSOS's district partners;

select, supervise, and formally evaluate assigned staff;

perform related duties similar to the above in scope and function as required.

QUALIFICATIONS

Knowledge of:

Current computer and networking technology solutions for schools;

operations management principles in complex environments;

information resource development and access of complex information systems;

principles and procedures for collecting data relevant to all KCSOS departments;

proper management techniques and methods;

district policies and administrative directions.

Ability to:

Effectively and tactfully communicate in both oral and written forms;

define problems, design efficient and organized plans to collect and format data, establish facts and draw logical conclusions;

interpret and successfully implement office policies, objectives, directives;

interpret and successfully apply a variety of federal and state laws, regulations, and guidelines;

establish and maintain effective working relationships with those contacted in the performance of required duties.

Experience:

Five (5) years of experience managing a technology related operation, including supervision of staff.

Three (3) years of experience working in an information technology environment in a California school district or County Office of Education desired.

Education:

Possession of a bachelor's degree in Business or Public Administration, Information Technology, Computer Science or a technology related field from an accredited college or university.

Masters degree in related field preferred.

Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position is overtime exempt and has a probationary period of one year.

CP: rn
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Formally Executive Director – Technology Services