McNeese State University

**Position:** Chief Information Technology Officer  
**Department:** Division of Information Technology  
**Reporting Authority:** President

**Position Status:** Full-time, Unclassified

**Qualifications:**
- Master’s degree required
- Strong managerial experience
- Understanding of the academic environment
- Strong interpersonal communications
- Strong organizational and time management skills
- Excellent budgetary skills

**Job Description:**
2. Supervision of TASC.
3. Serve on President’s Senior Staff.
4. Long range planning for campus.
5. Creation and implementation of university policies and procedures.
6. Training for faculty and staff in uses of new technology.
7. Supervision of the implementation of a wide range of university projects.
8. Monitoring expenditures against the budget for all departments.
9. Serve on various university committees.
10. Perform other duties as assigned.

Revised 3/6/13