UNIVERSITY of VIRGINIA

Chief Information Security Officer
Position and Candidate Specification

Position Summary

The University of Virginia seeks a Chief Information Security Officer (CISO) to develop, implement, enhance and oversee information security and privacy policies and security of the University's diverse and decentralized computing environment. The CISO portfolio currently includes the University's electronic and physical records management program. The CISO will provide leadership to university policy makers and administrators, and work in partnership with units and individuals across the university to formulate policies, assess security risk, and establish strategic direction. The CISO will provide operational management of the Information Security, Policy, and Records Office, and will assume overall responsibility for assessing, monitoring, and improving the security of the University of Virginia's computing systems, networks, and data.

Reporting

The CISO reports to the University's Chief Information Officer (CIO), is a member of the CIO's leadership team, and is responsible for managing the staff of the Information Security, Policy, and Records Office (a total of 12 staff).

Responsibilities

University Policy and Program Leadership

- Provide leadership to University-wide committees and workgroups of policy-makers, administrators, and lead technical staff in analysis, discussion and development of privacy and security policy, standards and practices, and guiding the acquisition of advanced security technology.
- Provide input and influence on the direction of the university in addressing network and computing security needs with regard to choice of hardware and software technologies, choices between commercial and open source software, local and cloud-based services, and staffing requirements.

Compliance and Audit

- Manage the University's information security and privacy compliance efforts.
- Coordinate and track information technology and security related audits. Provide guidance, evaluation and advocacy on audit responses.

Risk Management and Incident Response

- Deal with a broad range of complex security, privacy, and risk-related issues in information technologies. Evaluate risk and act expeditiously in making decisions and recommendations, understanding the factors associated with decision-making in a technological environment as well as the varying needs and viewpoints of the University community.

- Investigates and coordinates response to security incidents that occur at the University.

Outreach, Education and Training
- Leads the Information Security, Policy, and Records Office. The staff in this office provide: consultation, guidance, investigation regarding information security, policy, and records issues, security education and training, tracking of security incidents, administration of university-wide IT Security Risk Management Program, deployment and management of certain key security tools, e.g., Identity Finder, FireEye, and IBM Appscan – and assists with provisioning/deprovisioning of user accounts and access to central IT systems. The University Records Officer in this office works across the University to ensure that records are managed, retained, protected, and destroyed in compliance with all relevant policies and regulations.

Qualifications
Required
- Significant experience with evolving state-of-the-art information security technologies and approaches; experience leading groups.
- Accomplishments in program leadership, policy development, project management.
- Demonstrated track record of maintaining currency with technological trends and available security solutions in the marketplace.
- Experience and skill in developing and administering policy and procedure in a complex and decentralized environment.
- Experience with information system auditing including computer security reviews, control selection, and evaluation of systems using a risk based approach.
- Strong interpersonal and communication skills, plus the ability to achieve goals through influence, collaboration, and cooperation.
- Demonstrated ability to work effectively with an array of constituencies in a community that is both demographically and technologically diverse. Ability to work with senior university staff and senior technical personnel.
- Foundational knowledge and experience with information and personal privacy policy and compliance issues, copyright and software piracy law, media interactions, and research support.
- Expertise in risk management approaches to assess and address security and other types of Information Technology-related risks.
- Expertise in computer forensic investigation methodology and investigation tools to collect, analyze and preserve electronic evidence.
- Integrity and high standards of personal and professional conduct.
- A bachelor's degree is required.

Preferred

- 10+ years of experience with evolving state-of-the-art information security technologies, technology policy and security administration.
- 3+ years of experience in a leadership capacity.
- Direct experience in the specific technical areas of systems administration, applications development, database administration, network operations, and data center operations.
- Experience in higher education or a research environment.
- Familiarity with academic health and clinical systems.
- Certified Information Security Systems Security Professional (CISSP) or Certified Information Security Manager (CISM) preferred.
- A graduate degree in computer science, information systems management, business administration or related fields is preferred.

University Background

The University of Virginia is distinctive among institutions of higher education. Founded by Thomas Jefferson in 1819, the University sustains the ideal of developing leaders who are prepared to shape the future of the nation. The University is public, while nourished by the strong support of its alumni. The students who attend have been chosen because they show exceptional promise. The University remains the No. 2 best public university in the 2013 edition of the *U.S. News and World Report* rankings. Since *U.S. News* began ranking public universities as a separate category in 1998, UVA has ranked either No. 1 or No. 2. The University is committed to developing a diverse faculty and staff and to maintaining its leadership role among public institutions

The University of Virginia comprises eleven schools in Charlottesville (the School of Architecture, the College and Graduate School of Arts & Sciences, the McIntire School of Commerce, the School of Continuing and Professional Studies, the Darden School of Business, the Curry School of Education, the School of Engineering & Applied Science, the School of Law, the School of Medicine, the School of Nursing, and the Batten School of Leadership and Public Policy), plus the liberal arts College at Wise in southwest Virginia, and the University Medical Center. The University offers 51 bachelor's degrees in 47 fields, 83 master's degrees in 66 fields, six educational specialist degrees, two first professional degrees (law and medicine), several dual graduate degrees, and 59 doctoral degrees in 58 fields.

The University community includes approximately 13,900 full and part-time employees, including the UVA Health System. There are more than 20,000 students – 13,700 undergraduates and 6,600 graduate and professional students.

The operating budget for FY 2013-14, for all the University of Virginia, totals $2.7 billion. Of the total budget, $1.4 billion relates to the Academic Division, $1.2 billion to the Medical Center, and $38.2 million to the University of Virginia's College at Wise. The Academic Division budget is comprised of tuition (33%), endowment distribution and annual giving (21%), sponsored research (20%), auxiliary activities and other (15%), and state general fund appropriations (11%). Including endowment investments held by the seven related foundations reported as component units, the combined University system endowment is approximately $5.5 billion as of December 31, 2013. The University maintains triple-A bond ratings from all three major credit rating agencies.

Charlottesville, Virginia

Charlottesville is located 120 miles from Washington, D.C., easily accessible by train, and 70 miles from Richmond. About 196,000 people live in the city and its surrounding area. Each year hundreds of thousands of tourists come to see the Grounds of the University; visit the homes of Thomas Jefferson, James Madison, and James Monroe; tour local wineries; and hike through the Shenandoah National Park, just 20 miles west in the scenic Blue Ridge Mountains. The pleasant, easily accessible airport offers nonstop flights to New York, Chicago, Philadelphia, Atlanta, and other major cities.

Charlottesville is frequently cited as one of the best cities in which to live and work, and its excellent schools make it an ideal place to raise a family. A pedestrian mall downtown offers fine dining, distinctive shops, art galleries, and nightspots in a historical section of the city. In the Court Square area, law firms and businesses occupy offices in buildings dating back to the 1700s. The city is known for its exceptionally fine restaurants, appealing to every taste and budget, and serving a worldwide array of cuisines. Many establishments present nightly entertainment by local artists. The vibrant music scene also includes Tuesday evening classical concerts and simulcasts of the Metropolitan Opera. The Virginia Film Festival, presented by the University's College of Arts and Sciences, attracts new visitors and celebrities to the area each fall, along with movies, seminars, and premieres. Each spring, the University's Virginia Foundation for the Humanities holds the Virginia Festival of the Book, which brings poets, writers of nonfiction, and novelists to Charlottesville.

How to Apply:
To express interest in this opportunity, please apply on-line at https://jobs.virginia.edu. Search Posting Number 0614482 and complete the staff application. The position will remain open until filled; for primary consideration, applicants are encouraged to apply prior to July 28, 2014. The search will be carried out with full confidentiality; candidates will be notified before references are contacted. For further information or to provide nominations, please contact Jeffrey Stafford by email at jeffrey.stafford@virginia.edu .

The University of Virginia is an equal opportunity and affirmative action employer. Women, minorities, veterans, and persons with disabilities are encouraged to apply