



Job Posting

Job Title: Technology Systems Director

Reports To: Director of Operations

Start Date of Position: February 2025

Location: Remote with occasional travel

Position Summary: MAISA seeks a director to provide leadership and support for our technology systems work at MAISA. This is a full-time position with MAISA as its supervising organization. This person will work under the guidance of the MAISA Operations office, in coordination with the MiCH IT Director, to facilitate MAISA services and support the consolidation of service projects. This role will fulfill the MAISA Director role for the Michigan Educational Technology Leaders (METL) network.

Essential Functions and Responsibilities:

- Provide Technology and Data Systems Coordination
 - Support, promote, and lead the evolution of the vision for MAISA for statewide information technology and education technology systems utilized by all districts and ISDs
 - Collaborate with Michigan's ISDs, MDE, other educational organizations, and other strategic partners
 - Serves as a member of the MAISA Executive leadership team, supporting all work across the organization
 - Works with the MiCH IT Director, the Operations Office, and Project Coordinators on budget, scope of work, project communications, and reports
 - Supervises collaborative and contracted resources and MAISA staff members
 - Oversees project work: timelines, deliverables, budget, project teams, implementation & outcomes
 - Monitors contracts and facilitates the work of outside contractors
 - Engages in ongoing communication with all the MAISA organizations, participates fully in the activities of the MAISA Leadership Council, and reports regularly to the MAISA General Membership
 - Coordinates information with MAISA Networks, MDE, and other stakeholders
 - Support new, existing, and emerging technologies
 - Promotes the work of MAISA
- Active Participation in MiCH Council
 - Works with the MiCH Council to develop Council goals aligned with the MAISA Strategic Plan and approved by the MAISA Executive Board
 - Seeks feedback from the stakeholders regarding the operations of MAISA Technology initiatives
 - Support project deliverables
- Serves as the METL Director
 - Work with the METL Executive Council to develop network goals aligned with the MAISA Strategic Plan and the needs of the METL membership
 - Coordinates the work of the METL Executive Council to develop network agendas and work plans
 - Monitors METL projects and activities, identify potential obstacles and works to overcome them
 - Seeks feedback from the membership regarding the operations of METL and prepares an annual report with METL at the Summer Retreat
 - Responsible for onboarding new METL network members
 - Responsible for Coordinating network resources - Google Drive, agenda, minutes, etc.
 - Ensures the continued work of METL reflects the network's diversity, equity, and inclusion values

Preferred Experience:

- Master's Degree in relevant field or equivalent preferred
- Minimum of 5 years of experience in school district / ISD administration
- Experience in K12 leadership at a regional or statewide level

- Demonstrated proficiency in verbal and written communication
- Demonstrated application of facilitation and leadership skills

Professional competencies desired:

- Strong METL background and experience
- Background in data systems
- Strategic systems thinking and innovator
- Confident, decisive, adaptive
- Deep understanding of the role of ISDs and their relationship with MDE
- Collaborative, with a strong ability to network with ISD leaders, Ed. Associations and Government leaders
- Effective organization, facilitation, and technology skills
- Ability to effectively manage multiple initiatives and groups
- Responsive, reliable, strong follow-through

Wages and Benefits:

- An annual salary of \$110,000, 401k contribution; health and leave benefits are included

Conditions:

- This is an at-will position and can be terminated by either party.

How to Apply:

Interested individuals should send a letter of interest and resume by **February 8, 2025**

to: John Severson, Ph.D.,
Ex. Director, MAISA
1001 Centennial Way, Suite 300
Lansing, MI 48917

Submissions can be sent electronically to: support@gomaisa.org