COMMUNITY COLLEGE WORKFORCE ALLIANCE (CCWA) is the comprehensive, combined regional workforce development team created as a partnership between John Tyler and J. Sargeant Reynolds Community Colleges. Both colleges are multi-campus colleges serving the greater-Richmond area. CCWA serves over 1000 businesses and approximately 15,000 participants annually through customized contract training and open enrollment offerings.

CCWA is seeking applicants who share in its commitment to students and teamwork. Both colleges and CCWA support a culture of life-long learning, celebrating its diversity, and recruiting and retaining star quality employees. CCWA’s budget is entirely self-supporting through contracts, fees for services, grants, and business-community partnerships. CCWA is currently seeking applicants to fill the position of Director, Information Technology (IT). This position will be located at CCWA’s location on the JTCC campus in Chester, VA.

**DIRECTOR, INFORMATION TECHNOLOGY**  
(POSITION NO: FA390)


**QUALIFICATIONS REQUIRED:**
Bachelor’s degree from an accredited institution in business, educational technologies, or related area. Considerable knowledge of state-of-the-art technology, distance-learning technologies, database development, and programing. Considerable knowledge in web development and maintenance using the WordPress platform. Working knowledge of workforce development issues and general business practices. Demonstrated ability to manage technology support systems such as Blackboard, PeopleSoft, learning management systems, webinars, compressed video, and other state-of-the-art technologies. Demonstrated ability to train staff relative to technologies, databases, and software. Demonstrated ability to support/measure digital marketing efforts. Demonstrated ability to communicate effectively, orally and in writing, with a diverse population of students, faculty, staff, and business and community partners. The selected candidate will be required to complete the Commonwealth’s Statement of Economic Interest, and must successfully pass the college’s pre-employment security screening.

**QUALIFICATIONS PREFERRED:**
Experience delivering technical instruction and managing technical systems and processes. Administrative or management experience in a community college environment is also preferred.

**POSITION RESPONSIBILITIES:**
CCWA’s primary mission is to provide quality workforce training services to the greater Richmond area. Website maintenance and support of digital marketing campaigns including blogs, podcasts and webinars. Information technology training is one of our most important lines of business and the use of state-of-the-art technology plays a critical role in the development and delivery of all of our services as well as our execution of all supporting administrative processes. The incumbent in the position will support the operational and technological needs and goals of the entire CCWA organization. This includes aspects of consulting, development, organization and management of processes, systems and technology-based instructional delivery platforms. The incumbent will serve as the principal liaison with the Information Technology staffs of the two colleges as well as the Virginia Community College System (VCCS). The incumbent will oversee the implementation, and growth of the VCCS Workforce Enterprise System and the transition from our current custom administrative software.

**APPLICATION PROCESS:**
Application reviews will begin **MARCH 31, 2016**, and will be accepted until the position is filled.

**CONTACT INFORMATION:**
Mary Waite, Faculty Recruitment and Credentialing Consultant  
Phone: (804) 523-5875  
Email: mwaite@reynolds.edu

To apply for this or any other Reynolds vacant position, please visit the Virginia Jobs website [https://jobs.agencies.virginia.gov](https://jobs.agencies.virginia.gov). For full consideration, the cover letter, curriculum vitae, and unofficial undergraduate and graduate transcripts must be received with the online application. If you are invited for an interview, three current (within one year) letters of recommendation relevant to this position can be provided to the committee on the day of the interview, or must be received in the Office of Human Resources prior to the interview day. Official transcripts must be received in the Office of Human Resources prior to the first day of employment.

J. Sargeant Reynolds Community College does not discriminate on the basis of age, color, disability, family medical history or genetic information, military service, national origin, parental status, political affiliation, race, religion, sex (including pregnancy and gender identity), sexual orientation, or any other non-merit based factor in its employment opportunities, programs, services, and activities. Employment-related inquiries regarding the college’s nondiscrimination policy should be addressed to: EEO Officer, EEO@Reynolds.edu.