

School Board Agenda Item C-1
March 15, 2005

Executive Summary

Proposed New Job Description and Minimum Qualifications
For Manager, Information Security Position
For The School Board of Broward County, Florida
2004-2005 Organizational Chart

Position Title: **Manager, Information Security**

Division/Department: **Chief Information Officer/Technical Support Services**
FY2004-2005 Organizational Chart Page: 8

Pay Grade: 27 (\$62,819 - \$87,499) Point Range: 945-994

Salary Schedule: ASPT

Recommended Policy Status: New Job Description – First Reading

Rationale: This job, which represents one (1) position, was approved as a new position at the 12/21/04 Board meeting with the adoption of the amended 2004-2005 Organizational Chart page for the ETS division by the Board.

Pertinent information was gathered through review of documentation and extensive consultation with the Chief Information Officer and other ETS staff. Based on a point factor analysis, internal matrix comparison, and Compensation Committee review it was confirmed that the subject position should be a pay grade 27. Approval is requested to advertise for this vacant position after the first reading.

The purpose of this job is to safeguard Broward County School District's electronically stored information by analyzing the information security environment, developing security measures and standards, and creating disaster recovery and business continuity plans.

Cost: There is no additional financial impact to the District. The funding source is the approved 2004-2005 departmental budget.