INFORMATION SECURITY ADMINISTRATION MANAGER

The Office of Information Systems and Technology (IS&T) is responsible for providing cutting-edge centralized technology services to the Georgia State University community. Recent and current major initiatives are the migration to Microsoft 365, cloud computing, and iPad registration for students.

A Great Place to Work:
Would you be interested in attending an award-winning urban research university for free? Our Tuition Assistance Program lets employees take classes for free. At Georgia State University we emphasize work-life balance. With excellent benefits, competitive pay and an exciting location, Georgia State University could be the place for you.

Georgia State offers competitive pay and benefits including:
- Paid Leave Time
- Employee Tuition Assistance
- Comprehensive health, dental and vision insurance coverage
- 403(b) and pension plans
- Panther PERQS- vendor partnership discounts

And that's not all; visit our benefits page for more information: http://www.gsu.edu/hr/benefits/index.html

The Opportunity:
The Information Security Administration Manager is the University's point of contact for information security related issues and matters; perform duties with a high degree of independence and autonomy in decision making, under top management direction (and other university executives as applicable) and in sync with organizational goals and objectives

Responsibilities include, but not limited to:

*Provide leadership in establishing goals and objectives to achieve each year in order to enhance the information security capabilities of the University
*Analyze the need for, and then design appropriate policies and procedures, for conducting security reviews--to include risk analyses, compliance reviews, and vulnerability assessments
*Advise the campus community about issues and procedures for protecting confidential information and information technology resources and preventing the exploitation of security threats
*Provide leadership in the development and operation of a campus information security incident investigation and forensics analysis capability. Coordinate the meetings and activities of the university's Computer Security Incident Response Team (CSIRT)
*Actively research and assess evolving information security capabilities for suitability and applicability to the threat at Georgia State University. Coordinate the requirements for security-specific, multi-domain vendor contracts
*Responsible for managing the university's "Information Security Management System," and for assisting participating departments in achieving compliance with ISO 27001/27002, as well as training and preparation for an annual certification audit.
*Mentor and provide expert advice to campus departments charged with implementing, maintaining and monitoring information security solutions.
* Mentor and provide expert time to University System of Georgia campuses, Board of Regents, and EDUCAUSE Security Taskforce/Conferences.

Salary: Commensurate with experience

Minimum Qualifications: Bachelor's degree and eight years of related experience; or a combination of education and experience.

Preferred Qualifications:
*CISSP or CISM certification
*Eight + years of a combination of knowledge and experience in developing information security plans, policies, guidelines and procedures governing incident response programs, compliance with federal legislation and requirements, risk analyses and audits defining risks, threats, and vulnerabilities coupled with mitigation techniques and strategies
*Experience deploying and managing enterprise security solutions
*Knowledge and experience in conducting security reviews and risk assessments
*Experience in making presentations before executive leadership
* Two + years of experience in assisting in audit preparation, ISO 27001 compliance and certification and any additional regulatory and policy compliance requirements such as PCI, HIPAA, GLBA, and FTC Red Flags
*Experience in working with security solution vendors
*Experience in a university setting
*Five plus years of supervisory experience

To Apply: Submit an online application, cover letter and resume at https://jobs.gsu.edu. All the materials must be completed in order to be considered for the position. Please refer to Vacancy# **0602779**. An offer of employment will be conditional on background verification.

Georgia State University is an AA/Equal Opportunity Employer.