



City of Austin, TX

Chief Information Security Officer



301 W 2nd St, Austin, TX 78701



About Austin, TX

This vibrant and dynamic city tops numerous lists for business, entertainment and quality of life. One of the country's most popular, high-profile and "green" cities, Austin was selected as the "Best City for the Next Decade" (Kiplinger), the "Top Creative Center" in the US (Entrepreneur.com), #1 on the "On Numbers Economic Index" as the fastest growing economy, and #9 on Forbes list of "America's Best Employers," making the City of Austin the highest-ranking employer in the government services sector. Austin has emerged as a player on the international scene with such events as SXSW, Austin City Limits, Formula 1, and being home to companies such as Apple, Samsung, Dell, Seton, and St. David's Healthcare. From the home of state government and institutions of higher education to the "Live Music Capital of the World" and its growth as a film center, Austin has gained worldwide attention as a hub for education, business, health, and sustainability. From founding through the year 2000, Austin's population roughly doubled every 20 years.

Austin City Government

The City of Austin is a progressive, dynamic, full-service municipal organization operating under the Council-Manager form of government. Austin's mayor is elected from the city at large and ten council members are elected from single-member districts. Terms of the mayor and council members are four years and terms are staggered so that a general election is held every two years with half the council being elected at each election. Term limits for the mayor and council members provide for two consecutive four-year terms. The City Council is responsible for appointment of the City Manager who is the Chief Administrative and Executive Officer of the City, the City Clerk, the City Auditor, Municipal Court Judges, and the Municipal Court Clerk.

The Mayor, Council, and City Manager of Austin are committed to their mission of delivering the highest quality services in the most cost-effective manner.

Strategic Outcomes and Indicators

The City Council adopted six Strategic Outcomes and Indicators in March of 2018 as part of its Strategic Direction 2023 to guide the City in improving quality of life and civic participation in the Austin Community over the next three to five years. The Chief Information Security Officer reports through the Assistant City Manager for Public Safety. The Chief Information Security Officer will be responsible for supporting cross-departmental issues and involving external stakeholders as it relates to the six Strategic Outcomes.

The Office

The Information Security Office establishes, maintains and directs the City of Austin Information Security Program and coordinates the City's Information Security Risk Management efforts. The Office is managed by the Chief Information Security Officer and is supported by staff equipped with resources to execute the functions and services outlined by the program. The Office consists of four service areas: Administration, Security Audit, Security Management, and Security Operations.



The Position

The Chief Information Security Officer is responsible for the Citywide information security program, that covers safeguarding the City's information, data, and technology infrastructure; and for overseeing the information security governance committee.

Duties, Functions, and Responsibilities

- Monitors and protects the City's information and data from current and emerging internal and external security threats.
- Designs, develops, implements, evaluates, refines, monitors, and reports on all security-related aspects of the City's information and data systems and architecture.
- Develops and implements cybersecurity standards and related policies and procedures to ensure service is continuous when a change program is introduced, a security breach occurs, or in the event that the disaster recovery plan needs to be triggered.
- Audits and conducts a continuous assessment of current IT security practices and systems and identifies areas for improvement.
- Researches and evaluates Citywide data security solutions.
- Develops and presents budget recommendations, long- and short-term plans, and key performance indicators and targets.
- Directs security threat assessments, risk analyses, and system audits; and develops information and data security standards.
- Maintains relationships and establishes credibility with City administration and departmental management.
- Represents the City on information security strategy to internal and external organizations and maintains an information security governance committee.
- Oversees relevant and appropriate communications, awareness, and training programs.
- Champions and educates the organization about the latest security strategies and technologies.

Supervisor and/or Leadership Exercised

- Responsible for the full range of supervisory activities including selection, training, evaluation, counseling, and recommendation for dismissal.



Knowledge, Skills, and Abilities

Must possess required knowledge, skills, abilities, and experience and be able to explain and demonstrate, with or without reasonable accommodations, that the essential functions of the job can be performed.

- Knowledge of Local, State, and Federal laws and regulations relevant to information security, privacy, and computer crime.
- Knowledge of the principles and practices of public administration and management.
- Knowledge of the capabilities and limitations of computer systems and technology.
- Knowledge of operating systems, Internet technologies, databases, and security infrastructure.
- Knowledge of information security controls, procedures, and regulations.
- Knowledge of concepts and techniques for enterprise risk management, audits, and risk assessments.
- Knowledge of incident response program practices and procedures.
- Skill in resolving advanced security issues in diverse and decentralized environments.
- Skill in foreseeing technology threats and keeping ahead of security needs.
- Ability to establish and maintain effective working relationships with City staff, executive management, peers, State and County officials, outside agencies and partners, vendors, community groups, general public, and media representatives.
- Ability to direct and organize program activities to identify problems, evaluate alternatives, and implement effective solutions.
- Ability to develop and evaluate policies and procedures and prepare reports.
- Ability to communicate effectively in writing, verbally, and in presentations;
- Ability to plan, assign, or supervise the work of others.
- Ability to manage and oversee the development, monitoring, and maintenance of information technology security processes and controls.

Education and Experience

Qualified candidates will have a Bachelor's degree from an accredited college or university with major coursework in information technology security, computer information systems, computer science, management information systems, or a related field, plus six (6) years of related experience, including two (2) years of experience which were in a supervisory capacity.

Licenses and Certifications Required

- Maintain relevant security leadership certification (i.e., CISSP, CISM) or obtain within six (6) months of employment.
- Relevant security incident response/forensics certification (i.e., OSCP, GIAC, etc.).

The Ideal Candidate

The ideal candidate will have a solid foundation in both information technology and security with experience implementing policies and practices that reduce threats and improve security. Municipal/ government experience is preferred.

This person should be a progressive thinker who understands the big picture, in addition to a collaborative, proactive leader who is skilled at building relationships across multiple departments.

Effective communication along with strong collaboration and team building skills will be necessary for this individual to be successful. Advanced written and oral communication skills are imperative.

Salary

The City of Austin offers a competitive salary commensurate with experience and extensive benefits including a generous pension system. Relocation assistance will be available for a successful out of area candidate.

How to Apply

Interested applicants should forward a cover letter and resume for consideration by February 28, 2020 to:

resumes@affionpublic.com

Reference: COACISO

Affion Public
2120 Market Street, Suite 100
Camp Hill, PA 17011
888.321.4922
Fax: 717-214-2205
www.affionpublic.com



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