

FERRIS STATE UNIVERSITY

HUMAN RESOURCES

Position Title:	Information Security Manager
Location:	Big Rapids (Main Campus)
Department:	54000 - Information Technology Services
Advertised Salary:	\$75,000-\$85,000 Depending upon education, experience, and other requirements. Comprehensive benefit package (health care, vacation, etc.)
FLSA:	Exempt
Temporary/Continuing:	Continuing
Part-Time/Full-Time:	Full-Time
Union Group:	N/A
Term of Position:	12 Month
At Will/Just Cause:	Just Cause
Summary of Position:	Oversee the day-to-day operations and staff of the IT Security Team. This would include but is not limited to mentoring team members, helping resolve issues with customers, other groups, and team members, provide guidance on University, department, and unit policies, procedures, and processes. The Information Security Manager is responsible for developing and implementing security strategies and best practices and monitoring compliance with IT procedures, university policy, and applicable law. The Information Security Manager will work with management and IT Services staff to ensure university devices and data are appropriately protected. The Information Security Manager is responsible for all the tasks and duties associated with the Information Security Analyst III position and below.
Position Type:	Staff
Required Education:	Bachelor's degree in Information Security or related computer degree.
Required Work Experience:	Two years of work experience in IT security with a strong working knowledge of operating systems, network utilities, and security software. Knowledge in the collection, analyzing, and dissemination of criminal intelligence information.
Required Licenses and Certifications:	

Physical Demands:	<ul style="list-style-type: none"> • Office Environment • Bending • Carrying • Moving • Reaching • Sitting • Climbing • Driving • Lifting • Pulling/Pushing • Standing
Additional Education/Experiences to be Considered:	Preferred: Master's degree in information security or related degree. CISSP or SSCP certificate.
Essential Duties/Responsibilities:	<p>Provide monitoring and direction for team project-related activities as assigned by the CIO.</p> <p>Monitors and analyzes Intrusion Detection Systems (IDS) to identify security issues for remediation.</p> <p>Communicates the discovery of any breaches or incidents related to our network infrastructure or systems in a timely manner and to the appropriate personnel.</p> <p>Ensures the integrity and protection of networks, systems, and applications by technical enforcement of organizational security procedures, policies, and best practices.</p> <p>Participates in IT information security incident response activities and coordinates with other appropriate agencies to record and report incidents.</p> <p>Assists in the development and management of policies, standards, guidelines, and procedures related to IT security.</p> <p>Takes an active role in meetings, committees, projects, and outside professional groups as requested or assigned.</p> <p>Performs work duties according to the university and department policies, procedures, standards, and guidelines</p> <p>Research and keep abreast of testing tools, techniques, and process improvements in support of security topics.</p> <p>Work with vendors to obtain quotes for annual maintenance</p>

	<p>contracts and information security solutions.</p> <p>Participate in IT leadership meetings and strategic planning.</p> <p>Manages the IT Information Security team, directing daily tasks and other aspects such as approving leave requests, organizing team-building events, performance/technical coaching, and conducting performance evaluations.</p> <p>Demonstrates an understanding of diversity, equity, and inclusion, especially in working relationships with students, faculty, staff and community members.</p> <p>Any other duties assigned within the position classification area.</p>
<p>Marginal Duties/Responsibilities:</p>	<p>Performs system audits and vulnerability assessments, including user accounts, application access, server, file systems, and external Web integrity scans to determine compliance.</p> <p>Provides occasional support for network authentication services</p> <p>Provides occasional support for network bandwidth administration</p> <p>Provides occasional support for core and edge networking devices</p> <p>Lift, move and relocate computer network equipment</p> <p>Provide occasional cyber security support resources to other units in IT Services as needed.</p> <p>Other duties as assigned</p>
<p>Skills and Abilities:</p>	<p>Carries out supervisory responsibilities in accordance with University policies and applicable law</p> <p>Performs all duties in compliance with applicable University policies and procedures and state and federal requirements</p> <p>Reports directly to the Chief Information Officer or his/her designee</p> <p>Responsible for maintaining the confidentiality of designated information</p>

	<p>Responsible for the training and supervision of assigned staff within the area of responsibility</p> <p>Support the core values of the University.</p> <p>Adapt readily to changing technology</p> <p>Analyze problems logically; develop and test solutions thoroughly</p> <p>Communicate well, both orally and in writing</p> <p>Evaluate, select and implement security-related software and hardware.</p> <p>Remain calm under pressure/during a crisis</p> <p>Work after hours as necessary, especially during security incidents and emergencies.</p> <p>Work effectively with diverse university personnel</p> <p>Work independently, use sound judgment</p> <p>Direct and instruct technical staff effectively, efficiently, and professionally.</p> <p>Assist with employee-related issues when necessary.</p> <p>Demonstrated commitment, experience and understanding for diversity, equity, and inclusion.</p>
Required Documents:	<ul style="list-style-type: none"> • Cover Letter • Resume • Unofficial Transcript 1
Optional Documents:	
Special Instructions to Applicants:	
Initial Application Review Date:	October 17, 2022
Open Until Position is Filled?:	Yes
Posting Close Date:	

Contact Information and EEO Statement:	<p>For inquiries related to this job posting please contact Nichelle Baker - Ferris State University's Human Resources Department at (231) 591-2150 Monday - Friday between 8 AM to 5 PM EST or you may email us at www.fsujobs.com.</p> <p>Ferris State University, an Affirmative Action/Equal Opportunity employer, is committed to enhancing equity, inclusion, and diversity within its community. Ferris offers employment opportunities to qualified candidates seeking careers in a student-focused environment that values opportunity, collaboration, diversity and educational excellence. Learn more about the Ferris Mission and community at ferris.edu. The University actively seeks applications from women, minorities, individuals with disabilities, veterans, and other underrepresented groups. For more information on the University's Policy on Non-Discrimination, visit: Ferris Non-Discrimination Statement.</p>
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