



DIRECTOR OF TECHNOLOGY

Ideal Qualifications:

- Master's degree or equivalent experience in technology, computer science, information systems, educational technology, or a related field.
- Successful leadership experience in an educational or international school environment; boarding school experience preferred.
- Demonstrated experience leading both IT operations and educational technology integration.
- Strong technical expertise across cloud infrastructure, networking, cybersecurity, identity and access management, device management, systems administration, and data architecture.
- Experience administering and integrating educational platforms such as Google Workspace for Education, PowerSchool, ManageBac, learning management systems, and other school information systems.
- Experience with API integrations, database management, data synchronization, automation, and software/application development.
- Working knowledge of programming/scripting and the ability to understand, evaluate, and oversee internally developed technical solutions.
- Strong understanding of cybersecurity frameworks, data protection, disaster recovery, business continuity, and technology risk management.
- Experience managing Apple/macOS environments, MDM platforms, SSO, authentication systems, network infrastructure, Wi-Fi, and endpoint security.
- Understanding of emerging technologies, including artificial intelligence, automation, cloud services, and their applications within education.
- Demonstrated ability to translate academic and operational needs into effective technical solutions.
- Excellent project management, organizational, communication, and interpersonal skills.
- Experience managing technology budgets, procurement, contracts, licensing, and external vendors.
- Ability to communicate complex technical issues clearly to non-technical stakeholders.

Reports to: Dean of Academics

Goals and Objectives:

- Model the LAS Mission Statement — *Developing innovative, compassionate, responsible citizens of the world* — and the LAS Learner Profile in and beyond the classroom.
- Provide strategic technology leadership that directly supports teaching, learning, individualized academic pathways, innovation, and school operations.
- Ensure that technology infrastructure, systems, data, and digital tools effectively support LAS's academic priorities and future development.
- Model positive approaches to learning through cultural sensitivity, collegial relationships, innovation, and reflective professional development.



- Promote thoughtful, responsible, secure, and educationally meaningful uses of technology and artificial intelligence.

Overall Responsibilities:

- With the Dean of Academics, help lead the effective implementation and continuous improvement of LAS's academic program through the strategic use of technology.
- Serve as the bridge between academic strategy and technical implementation, ensuring that technology decisions are driven by teaching, learning, student experience, and institutional priorities.
- Develop and maintain a multi-year technology strategy and infrastructure roadmap aligned with the school's strategic and academic priorities.
- Provide leadership for the school's technology infrastructure, information systems, educational technologies, cybersecurity, data systems, and digital innovation.
- Ensure the reliability, security, scalability, integration, and appropriate documentation of LAS technology systems.
- Lead the architecture and integration of core school systems to ensure effective and accurate movement of data between platforms.
- Work with academic leadership and faculty to identify technologies that improve teaching, learning, assessment, collaboration, and individualized learning pathways.
- Support the development and implementation of emerging academic initiatives requiring significant technological infrastructure or expertise.
- Lead the school's exploration and implementation of AI, automation, data analytics, and emerging technologies, with appropriate consideration of educational value, privacy, security, and responsible use.
- Plan, manage, monitor, and evaluate the IT budget.
- Evaluate and manage contracts, licensing, procurement, and relationships with external technology vendors.
- Assist in the recruitment of IT staff and lead their supervision, professional development, and evaluation.
- Supervise IT staff and technology interns, as applicable.
- Participate in relevant school-wide strategic and academic planning.
- Foster a culture of collaboration, trust, service, innovation, and continuous improvement within the Technology Department.
- Maintain clear communication between academic leadership, faculty, administration, operations, and the Technology Department.
- Ensure the school's mission and educational priorities remain central to technology decision-making.

Technical Leadership Responsibilities:

- Oversee the design, maintenance, security, and continuous improvement of LAS's network, Wi-Fi, internet connectivity, servers, cloud infrastructure, backup systems, and technical environments.
- Lead cybersecurity strategy, including endpoint protection, identity management, access controls, phishing prevention, vulnerability management, incident response, cybersecurity awareness, and risk mitigation.
- Oversee SSO, authentication, account provisioning, MDM, device management, software deployment, and automated update processes.



- Maintain robust backup, disaster recovery, redundancy, and business-continuity procedures for critical technology systems.
- Oversee the architecture, maintenance, and integration of LAS's core data systems and ensure appropriate standards for data integrity, synchronization, governance, security, and availability.
- Lead technical integration between PowerSchool, Google Workspace, ManageBac, learning platforms, internal applications, and other third-party systems.
- Oversee the development, maintenance, and deployment of internally developed applications, integrations, APIs, automations, and software solutions.
- Establish appropriate documentation, change management, testing, version control, and development practices for technical systems and internally developed software.
- Monitor system performance and proactively identify infrastructure, security, capacity, and lifecycle requirements.
- Develop and maintain technology asset-management and replacement cycles.
- Provide technical leadership for major digital projects, system migrations, infrastructure upgrades, and new platform implementations.
- Ensure compliance with Swiss and applicable international data protection, privacy, and information security requirements.

Academic and Educational Technology Responsibilities:

- Work closely with the Dean of Academics and academic leadership to ensure technology supports the academic program and LAS's strategic direction.
- Participate in the evaluation, selection, implementation, and review of educational technologies.
- Partner with teachers and academic leaders to identify opportunities where technology can meaningfully enhance curriculum, assessment, feedback, collaboration, creativity, and student learning.
- Support the technical infrastructure required for digital and online examinations, standardized testing, and external academic programs.
- Support the effective use of PowerSchool and other academic platforms for scheduling, grading, standards-based assessment, reporting, and academic data.
- Work collaboratively with academic teams to develop technology-rich programs and strategic academic partnerships.
- Support faculty professional development related to educational technology, cybersecurity, AI, data systems, and emerging digital practices.
- Help establish institutional expectations and best practices for the responsible use of generative AI and emerging technologies by students and employees.
- Evaluate emerging technologies based on educational value, interoperability, security, sustainability, cost, and long-term institutional impact.
- Ensure that technology remains an enabler of teaching and learning rather than a separate operational function.

Strategic and Professional Responsibilities:

- Prioritize major technology projects and product direction in collaboration with the Dean of Academics.
- Advise the Dean of Academics and the Leadership Team on complex technical, cybersecurity, data, infrastructure, and educational technology matters.



- Provide clear assessments of technology risks, opportunities, resource requirements, and future investment needs.
- Develop appropriate metrics for technology reliability, security, service delivery, adoption, and strategic impact.
- Maintain awareness of developments in educational technology, cybersecurity, artificial intelligence, infrastructure, and software development.
- Participate in relevant professional organizations and networks to promote LAS and stay current on emerging trends and best practices.
- Perform other related responsibilities as assigned by the Dean of Academics.

Contact

Please send a CV and cover letter, along with contact details for 3 references (one of whom is the current Head of School/Principal) to employment@las.ch.