

SUCCESS PROFILE (SP): IT SECURITY MANAGER

Setting your career for success at GGS



KNOWLEDGE/ SKILLS What you need to KNOW

- Highly developed skills in communication, negotiation, conflict resolution, facilitation and change management.
- Knowledge of, and experience in, implementing, managing and leading organisational Cyber Security systems and processes.
- Excellent written and oral communication skills.
- Bachelor's degree in Cyber Security, Information Technology, or equivalent.
- Proven experience in cyber security management or a similar role.
- Experience with the ITIL framework
- Strong knowledge of security frameworks, regulations, and compliance standards.
- Experience with security tools and technologies, including SIFM firewalls and intrusion detection

EXPERIENCE What you HAVE DONE

- Leading programs to develop and implement IT Security systems and processes in organisations.
- Previous experience in a similar role
- Applicable tertiary qualifications
- Previous experience managing budgets
- Developed, led and successfully implemented strategy and strategic projects
- Experience implementing policies and practices which guide development of digital literacy and digital citizenship in educational contexts.

POSITION MAIN PURPOSE:

- This role reports to the Director of Information Services and Support.
- Through effective leadership and strategic insight, enable leading practice in IT Security across the School.
- Develop collaborative ways of working across the School to develop and deliver the GGS Digital Strategy, and to support development of GGS Digital Curriculum.

POSITION KEY RESPONSIBILITIES:

- Develop and implement cyber security policies and procedures to address organisational risks.
- Oversee security operations to monitor and respond to potential threats and incidents.
- Ensure compliance with relevant regulations and industry standards for data protection.
- Lead and mentor staff, providing guidance on leading practices and professional development regarding Cyber Security.
- Conduct risk assessments and audits to evaluate the effectiveness of security measures
- Stay updated on emerging threats and trends in cyber security to inform strategic decisions
- Build the capacity of staff and student cyber security knowledge, skills, and mindset.
- Provide leadership and guidance in Cyber Security.

PERSONAL ATTRIBUTES/ ATTITUDE Who you ARE

- Courageous
- Curious
- Compassionate
- Collaborative
- Open to new experiences
- Comfortable with trial and error
- Resilient
- Respectful and Approachable
- Confident
- Reflective
- Disciplined and measured

COMPETENCIES/ BEHAVIOURS How you behave and what you CAN DO

- Demonstrates exemplary ethical standards
- Acts with integrity
- Builds positive and professional relationships with staff, students and parents
- Open to new ideas and approaches
- Drives innovative change
- Collaborates effectively with individuals and teams
- Commits to the development of self and others
- Aligns personal and organisational purpose
- Data driven decision making (substantiation)

- The SP should be read in conjunction with the School's Strategy, individual performance and development plan, employment contract or relevant agreement etc.
- The SP outlines key responsibilities only. Other duties consistent with the position purpose may be expected.
- Geelong Grammar School is committed to the safety of students and has a zero tolerance of student abuse. Employment is conditional upon obtaining a Victorian Working with Children Check (Employment) and a National Police Check, or current VIT registration.
- Where applicable, employment as a Teacher is conditional upon maintaining a current VIT registration (inc. Police Check), proficiency in all of the AITSL Standards, First Aid qualifications and have current Anaphylaxis Management Accreditation in accordance with Ministerial Order 706 and the School's Anaphylaxis Management Policy. Teachers are expected to participate fully in the School's academic, pastoral and co-curricular programmes.
- Geelong Grammar School is committed to experiential learning with and through nature and Creative and Positive Education. Employees are required to attend a Discovering Positive Education training course.