



JOB INFORMATION

<i>Job Code:</i>	166189
<i>Job Title:</i>	Director, Security Architecture
<i>FLSA Status:</i>	Exempt
<i>Supervisory:</i>	Manages through subordinate supervisors.
<i>Job Family:</i>	IT Security
<i>Job Family Group:</i>	Information Technology
<i>Management Level:</i>	4 Administrator

JOB SUMMARY

The Director of Security Architecture serves as a subject-matter expert, and is responsible for defining security architecture and delivering a holistic view of security across USC. The director provides key input to defining the university's security architecture, advises on technology implementations that are in-line with defined security architecture guidelines, and is responsible for assessing and recommending security solutions at the enterprise or local level across the university.

JOB QUALIFICATIONS:

Education

<i>Req</i>	<i>Pref</i>	<i>Degree</i>	<i>Field of Study</i>
X		Bachelor's degree	
	X	Master's degree	

Additional Education

Check here if experience may substitute for some of the above education.

Combined experience/education as substitute for minimum education

Work Experience

<i>Req</i>	<i>Pref</i>	<i>Work Experience</i>	<i>Experience Level</i>
X		8 years	
	X	10 years	

Additional Work Experience

Check here if education may substitute for some of the above work experience.

Combined experience/education as substitute for minimum work experience

Knowledge, Skills and Abilities

<i>Req</i>	<i>Pref</i>	<i>Functional Skills</i>
X		Ability to perform analysis of current state and provide recommendations on future state security technology solutions and architecture.
X		Strong understanding of technology and systems infrastructure.
X		Ability to drive technical projects to completion.

Knowledge, Skills and Abilities

Req	Pref	Functional Skills
X		Ability to lead large programs or work across lines of business within complex organizations.
X		Ability to engage with stakeholders, including ability to interact with senior levels of management.
X		Ability to manage multiple tasks simultaneously, handle changing priorities and work independently and in a fast paced environment.
X		Strong written and executive communication, including up to the C-level.
	X	Experience working in a regulatory environment and working in large or federated enterprises, preferably in a university environment.

Certifications

Req	Pref	Select Certifications	Enter Additional Certifications
	X		Certified Information Systems Security Professional (CISSP)

Other Job Factors

JOB ACCOUNTABILITIES

	% Time	Essential	Marginal	N/A
Serves as a subject-matter expert (SME). Provides expertise and directional input on all aspects of information security architecture across the university, is responsible for information security technology selection, and oversees its implementation.				
Defines information security architecture strategy, with a roadmap of key deliverables and timelines, and delivers consistently.				
Oversees creation of a framework to articulate information security strategies to various audiences (senior technology management, other architecture disciplines, and application, network and systems development groups).				
Oversees management of the information security architecture function, and integration with risk assessment processes and activities across the university.				
Collaborates cross-functionally with other technology teams and information security policy organizations. Represents the unit or university on internal and external committees, task forces or boards, as assigned. Provides consultation across the university to stakeholders concerning risk management and governance.				
Maintains up-to-date knowledge by researching new technologies, hardware and software products, participating in educational opportunities and conferences, and reading professional publications and other tech media.				
Participates in the development and administration of the department budget. Approves/disapproves department expenditures. Develops short and long-term budget projections and plans. Provides financial status reports as needed.				
Directly or indirectly manages program and administrative staff. Recruits, screens, hires and trains staff, as necessary. Evaluates employee performance, and provides guidance and feedback. Recommends departmental goals and objectives, including workforce planning. Reassesses or redefines priorities as appropriate in order to achieve performance objectives. Recommends, approves and monitors professional training and development opportunities for staff.				

Other Requirements

Essential:	Emergency Response/Recovery	Essential:	Mandated Reporter
	In the event of an emergency, the employee holding this position is required to "report to duty" in accordance with the university's Emergency Operations Plan and/or the employee's department's emergency response and/or recovery plans. Familiarity with those plans and regular training to implement those plans is required. During or immediately		A mandated reporter who in his or her professional capacity has knowledge of, or reasonably suspects a person who is under the age of 18 years, elderly, or a dependent adult has been the victim of abuse or neglect must report the suspected incident. The reporter must contact a designated agency immediately or as soon as practically possible by telephone or in writing within 36 hours. By virtue

Other Requirements

<i>Essential:</i>	<i>Emergency Response/Recovery</i>	<i>Essential:</i>	<i>Mandated Reporter</i>
	following an emergency, the employee will be notified to assist in the emergency response efforts, and mobilize other staff members if needed.		of the associated job duties, this position qualifies as a mandated reporter as required by state law and USC's policy at: https://policy.usc.edu/mandated-reporters/
<i>Campus Security Authority (CSA)</i>			<i>Essential:</i>
By virtue of the associated job duties, this position qualifies as a Campus Security Authority as required by law and USC's policy at: https://dps.usc.edu/alerts/clery/			Yes

ACKNOWLEDGMENTS

The above statements reflect the essential and non-essential functions as necessary to describe the principle contents of the job. They are not intended to be a complete statement of all work requirements or duties that may be required of the position. I understand that I may be asked to perform other duties as assigned. USC reserves the right to add or change duties at any time.

The University of Southern California is an Equal Opportunity Employer. USC prohibits discrimination on any basis protected under federal, state, or local law, regulation, or ordinance or university policies. All employment decisions are based on individual qualifications and business need.

I acknowledge receipt of this job description and its associated physical requirements. I have read and understand the job description and job requirements and agree to abide by their contents. I realize that duties may be requested of me that are not specifically stated herein. I understand that I will be expected to adjust to potential fluctuations in work volume. I understand that, if I have any questions about the essential functions or expectations of my position, my supervisor and/or HR partner are available to discuss them with me.

Print Employee Name

Signature

Date

Print Manager Name

Signature

Date

This job description describes the general nature and level of work required by the position. It is not intended to be an all-inclusive list of qualifications, skills, duties, responsibilities or working conditions of the job. The job description is subject to change with or without notice, and Management reserves the right to add, modify or remove any qualification or duty. Nothing in this job description changes the existing at-will employment relationship between the university and the employee occupying the position.