Chief Information Officer

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Type: Full-Time
Salary: $165,000 - $175,000 per year
Posted: 15 days ago
Application Due: 04/30/2026
Category: IT Manager/Director;

Position Details

- Salary Range: $165,000 - $175,000
- Full-Time, Exempt Position
- Fully onsite position in Hayward, CA

Essential Job Responsibilities

Strategic IT Planning & Vision Alignment

- Collaborate with academic, clinical, and administrative staff to assess IT needs and align with institutional goals.
- Conduct assessments of IT systems, workflows, and frameworks using SWOT, risk, and gap analyses.
- Develop and communicate a vision for leveraging AI to streamline processes and enhance the student experience.

- Implement a comprehensive IT strategy and AI adoption roadmap aligned with the college's mission.

IT Architecture & Implementation

- Develop and oversee a scalable IT roadmap, including milestones, budgets, and resource allocation.
- Lead implementation of IT systems, including Active Directory, Azure & Intune, Google Workspace, DNS, Email Security, SIS, and compliance with HIPAA/FERPA.
- Execute a college-wide AI strategy with external consultants as needed.
- Partner with the outsourced IT service provider to ensure strategic guidance and effective execution.

Technical Management & Operations

- Oversee administration of Active Directory, Azure, Intune, cloud/on-prem systems, email security, network configurations, identity management, and multi-factor authentication.
- Administer and optimize the student information system and advise on SIS implementation plans.

Vendor & Budget Management

- Negotiate technology contracts and manage IT budgets to ensure cost-effective solutions.
- Maintain software vendor list and oversee renewals through departmental or college approvals.

Cybersecurity & Compliance

- Ensure data security, privacy, and compliance with FERPA, HIPAA, and other regulations.
- Develop disaster recovery and business continuity plans.
- Lead audits, implement security controls, and maintain relevant certifications.

Communication & Collaboration

- Maintain regular communication with stakeholders for transparency, alignment, and user satisfaction.
- Lead meetings to review progress, address issues, and gather feedback.
- Utilize collaboration tools to manage documentation, tasks, and workflows.
- Lead implementation, training, and support of new technologies for staff and faculty.

Leadership & Supervision

- Drive institutional digital transformation and ensure adoption of emerging technologies.
- Build a high-performing IT culture focused on accountability, innovation, and service.

- Serve as a strategic advisor to the Executive Cabinet and lead the AI Governance and Strategy Committee.
- Supervise and mentor the Database Administrator and manage performance of the external MSP.

Qualifications

- Master's degree in Information Technology, Computer Science, Management Information Systems, Cybersecurity, Engineering, or equivalent experience.
- 7+ years of progressive IT leadership experience, preferably in higher education or nonprofit organization, focusing on IT strategy, implementation, and management.
- Minimum 4 years of experience managing teams
- Demonstrated expertise in IT strategy, operations, and cybersecurity.
- Strong understanding of higher education systems (SIS, LMS, ERP, CRM).
- Proven experience in developing and executing AI strategies within higher education or complex organizations.
- Commitment to continuous learning and innovation, staying current with emerging AI trends and their impact on higher education.
- Proven expertise in IT infrastructure, cloud services, and system administration.
- Strong background in database management.
- Proven project management skills, certification in methodologies like PMP or Agile is a plus.
- Excellent communication, collaboration, and interpersonal skills..
- Familiarity with compliance frameworks, particularly HIPAA and FERPA.
- Robust analytical and problem-solving capabilities.
- Ability to thrive in a small-college environment where leaders are both strategic and hands-on.

Employee Benefits

- Free Chiropractic Care for Employees (Discounted Care for Immediate Family Members)
- Paid Vacation Time, Personal Days, and Sick Time
- 14 Paid Holidays
- Merchandise Discount in Bookstore
- Engaging and Inclusive Environment
- Paid community service such as local events, fundraisers, and volunteering opportunities
- Medical, dental, vision, and life insurance benefits (Eligible after 30 days of employment)
- 401(k) Plan (Eligible after 30 days of employment)
- Flexible Spending Account
- Employee Assistance Program
- Paid Short Term and Long Term Disability

About Us

At its core, Life West empowers transformation by offering its students a path to help create a brighter future for humanity. We believe that an outstanding education provides resources and generates opportunities far beyond the classroom experience. Our mission is to support the full career lifecycle, from the classroom to retirement, and help you leave a mark on the world through chiropractic.

Life West Values

Our values are our LASTING PURPOSE which is TO GIVE, TO DO, TO LOVE, TO SERVE, FROM ONE'S OWN ABUNDANCE

Our Vision

The vision of Life Chiropractic College West is to create a brighter future for humanity.

Our Institutional Mission

- To advance chiropractic through personalized learning, technique and pedagogic excellence, philosophical inquiry, entrepreneurial spirit, and compassionate service
- To lead chiropractic education with cultural authority in the profession, delivering the Doctor of Chiropractic program along with complementary master's and doctorate programs
- To transform humanity by our service while remaining grounded in the traditional philosophy and principles of chiropractic
- To cultivate a college environment of innovation, collaboration, scholarship and research, and a commitment to Give, Do, Love, and Serve from a place of abundance.

To learn more about Life Chiropractic College West and our mission, please visit our website: https://lifewest.edu/about

The pay range listed is provided in compliance with CA specific laws. Actual pay scale will be determined based on qualifications and experience.
Life Chiropractic College West values diversity in our college and workplace. Our company provides equal opportunity for employment to qualified applicants on the basis of experience and the ability to do the available work, without regard to race, religion, color, age, sex/gender, sexual orientation, national origin, gender identity, disability, marital status, veteran status, genetic information, ancestry or any other status protected by law. LCCW is also committed to compliance with all fair employment practices regarding citizenship and immigration status.

Related Searches:

- IT Manager/Director
- Administrative Vice Presidents
- Other Executive