MIDDLESEX LEARNING PARTNERSHIP

A: Yeading Lane, Hayes, Middlesex UB4 9LE
T: 020 8839 0606
F: 020 8839 0661
E: bspinks@mlp.org.uk
W: www.mlp.org.uk
Chief Executive: Ben Spinks

Director of IT and Digital Strategy

Job Description

Job Title: Director of IT and Digital Strategy
Reports to: Chief Finance Officer / Senior Leadership Team
Salary: £55k-£65k & LGPS

Purpose of Role:
To lead and deliver a robust, innovative, and future-focused IT and digital strategy across multiple sites. The role encompasses strategic planning, technical and operational management, and leadership of IT teams to ensure secure, efficient, and effective IT services that support teaching, learning, and administration.

Key Responsibilities:
Strategic Leadership:
- Develop and implement a comprehensive IT and digital strategy aligned with organisational goals.
- Drive integration and optimisation of IT systems across multiple sites, ensuring economies of scale and best value.
- Stay abreast of emerging technologies and trends, advising leadership on opportunities and risks.

Operational Management:
- Management and configuration of the IT infrastructure including servers, on-prem and cloud services, cybersecurity, and end-user devices, ensuring high availability and performance.
- Manage procurement and upgrade of hardware, software, and services, ensuring cost-effectiveness and quality.

Team Leadership:
- Lead and develop IT teams, fostering a culture of collaboration and continuous improvement.

- Implement workforce planning and professional development programmes.
- Ensure effective service desk operations and high-quality support for staff and students.

Project Delivery:
- Plan and manage complex IT projects, ensuring timely and on-budget delivery.
- Develop disaster recovery and business continuity plans.
- Consolidate systems and services where appropriate.

Stakeholder Engagement:
- Work closely with educational leaders to integrate technology into pedagogy.
- Provide training and support to staff on IT systems and digital tools.
- Communicate effectively with all stakeholders, including SLT, teaching staff, and external partners.

Safeguarding:
The post holder must adhere to safeguarding policies and report any concerns regarding the welfare of children and young people.

Director of IT and Digital Strategy

Person Specification

Qualifications:
- Degree or equivalent experience in IT, Computer Science, or related field
- Relevant certifications in networking, cloud technologies, or cybersecurity desirable

Experience:
- Experience in IT technical administration and team leadership, ideally across multiple sites or large organisations.
- Strong technical knowledge of enterprise IT environments including Windows AD / DNS / DHCP, Hyper-V, enterprise backup, Microsoft 365, switch and wireless configuration, asset management, identity sync, cybersecurity frameworks, mobile device management, VoIP, access control, CCTV, classroom AV.
- Experience running a successful helpdesk, and improving standards.
- Experience in educational settings preferred but not essential.
- Experience developing and maintaining IT policies, standards, procedures, and IT documentation.
- Good understanding of data security principles across all areas including technical configuration of systems, GDPR, data encryption.

Personal Qualities:
- Strategic thinker with excellent problem-solving skills.
- Strong research skills.
- Strong leadership and team-building abilities.
- Exceptional communication and interpersonal skills.
- Highly organised, calm under pressure, and detail-oriented.
- Commitment to safeguarding and promoting welfare of children.