

## Draft Classification Standards – Rev. 03/29/2024

### Technology Strategist Series

Class Title	Class Code	Issue Date	FLSA
<i>Technology Strategist</i>	XXXX	XXXX	<i>Exempt*</i>
<i>Senior Technology Strategist</i>	XXXX	XXXX	<i>Exempt*</i>

#### OVERVIEW:

Provides enterprise-level, technically focused perspectives, and advice to internal and external constituents regarding the deployment and use of diverse technologies that inform and impact strategic objectives. Researches, identifies, and evaluates information systems and emerging technologies that align to institutional requirements and recommends technology solutions based upon existing capabilities and trends. Collaborates with functional and technical colleagues to research functional requirements in order to identify possible solutions and make recommendations to senior leaders.

Positions are assigned to classifications within the series based on the scope and complexity of technology strategy activities; degree of independence and judgement; experience, knowledge, skill, and ability required; degree of planning, analysis, and execution required by the position; impact and risk to the university; and nature of supervision received. Higher levels within the series build upon and include the knowledge and skill requirements and work assignments of lower levels within the series.

**Technology Strategist** – Professional who applies advanced job skills, in-depth organizational and stakeholder acumen, and project planning skills to develop and implement technology strategies based on technology trends, organizational needs, and emerging technologies. Provides guidance on the development and implementation of new technology systems, applications, integrations and quality assurance processes. Collaborates with stakeholders and conducts research on emerging technology trends to provide strategic guidance to drive innovation and digital transformation. Exercises advanced discernment and in-depth knowledge of technology best practices, principles, and techniques to assess technology needs, and develop roadmaps to align technology initiatives with organization goals. May require the development of new approaches, techniques, and innovation to address issues.

**Senior Technology Strategist** – Technical expert and leader with a high degree of knowledge in emerging technologies. Problem-solving frequently requires analysis of unique issues or problems without precedent and/or structure and new approaches, methods, techniques, or innovation. Responsible for conceptualization, planning, and implementation of technology roadmaps and computing frameworks. Recommends strategies, policies, programs, guidelines, and procedures to ensure organizational objectives are achieved by integrating emerging technology.

\* This classification as outlined in this document meets the duties test of the Administrative Exemption. An employee's actual exemption status may differ based on salary rate and actual duties performed.

**TYPICAL PROGRAMS, ACTIVITIES, AND CORE FUNCTIONS/DISCIPLINES (May include but are not limited to):**

- *Technology Strategy* – Produces information regarding existing and emerging technologies to inform, advise, and recommend strategies to senior leaders. Designs frameworks and creates models to help improve campus operations and introduce innovations to existing services. Compiles and evaluates new technical requirements for alignment with existing technology/systems capabilities and determines implications across multiple systems and operating units. Works with business unit leaders and subject matter experts to create functional requirements documentation and evaluate possible software systems and technology solutions.
- *Enterprise Systems Strategy* – Develops complex business systems and operational computing framework plans that align information technology infrastructure with campus business processes and functional requirements. Identifies hardware, software, cloud-based, and hosted solutions that improve business unit and service efficiency and productivity. Researches and identifies data relationships and integration requirements across system components. Identifies system interactions and dependencies across separate systems and platforms and recommends strategies and improvements.
- *New Technology and Innovation* – Proactively investigates, researches, and identifies new, state of the art, and emerging technology trends and develops comprehensive overviews of the technology landscape that focus on emerging technologies and solutions. Identifies uses of technology to deploy/implement best practices and new operational methods of providing services using information systems and technologies in new and innovative ways.

**DISTINGUISHING CHARACTERISTICS:**

- Focus of this work is on the exploration and investigation of new/emerging technologies, aspects of technology strategy, and best-practices using technology.
- The individual is not responsible for decision-making but is tasked primarily with developing technical recommendations and strategies.
- Functions across all campus units to provide enterprise-level perspective and advice to senior and unit level management.
- Does not typically perform operational or maintenance duties.

**TECHNOLOGY STRATEGIST**

Working independently under general supervision, researches technology trends and emerging technologies, assesses organizational needs, and leads technology transformation initiatives. Applies advanced consultative knowledge and technical expertise to collaborate with key stakeholders to define technology needs and implement digital transformation projects. Demonstrates advanced discernment to evaluate and assess the feasibility and impact of new technologies and solutions. Often provides technical guidance to other technology professionals and management on technology trends and emerging technologies. Recommendations are based on information technology best practices and emerging trends; university and information technology policies, guidelines, and protocols; and organizational technology strategies and goals. Handles multiple work priorities and may provide lead work direction with accountability for results.

**Work assignments typically include some or all of the following:**

- ◆ Researches technology trends and emerging technologies that will enhance the organization's operating efficiency.
- ◆ Collaborates with business unit leaders and subject matter experts to understand technology needs and to create and define technology strategies aligned with business objectives.
- ◆ Conducts technology assessments and gap analyses to identify opportunities for innovation within enterprise applications.
- ◆ Evaluates and assesses the feasibility and impact of new technologies and solutions.
- ◆ Researches and identifies data relationships, system interactions, dependencies, and integration requirements across separate systems and platforms and recommends strategies and improvements.
- ◆ Monitors and assesses the impact of enterprise technology initiatives, tracking key performance indicators and providing regular reports to stakeholders.
- ◆ Reviews and analyzes the function and level of usage of technology resources by students, faculty, and administration. Summarizes findings and implications.
- ◆ Collaborates with management, faculty, and campus personnel to identify and procure appropriate and emerging hardware, software, cloud-based, and hosted solutions to meet current and future business.
- ◆ Recommends future technology direction/strategies and new technology initiatives.
- ◆ Collaborates with IT teams to ensure the alignment of technology strategies with infrastructure, security, and governance frameworks.
- ◆ Designs new and recommends improvements to processes and procedures to align with emerging technology trends.

**MINIMUM QUALIFICATIONS:**

***Knowledge and Skill:***

- ◆ Thorough and advanced knowledge of information technology strategies and enterprise architecture principles and frameworks.
- ◆ Advanced knowledge of technology trends and emerging technologies.
- ◆ Advanced project management skills to lead cross-functional teams and drive technology transformation initiatives to successful completion.
- ◆ Advanced communication and interpersonal skills to collaborate with management, faculty, and staff to ensure the alignment of technology strategies with organizational goals and objectives and emerging technology trends.
- ◆ Advanced analytical skills to evaluate emergent technologies and develop recommendations for technology improvement and optimization.
- ◆ Advanced knowledge of information technology policies, processes, and procedures.

***Experience and Education:***

Equivalent to a bachelor's degree in a related field and four years of relevant experience. Additional experience which demonstrates acquired and successfully applied knowledge and abilities shown above may be substituted for the required education on a year-for-year basis. An advanced degree in a related field may be substituted for the required experience on a year-for-year basis.

**SENIOR TECHNOLOGY STRATEGIST**

Working primarily independently with minimal supervision, utilizes expert knowledge of emerging technology trends and organizational needs to provide strategic recommendations to optimize

technology infrastructure and drive innovation. Collaborates with cross-functional teams and leads technology initiatives. Problems are highly complex and solutions may require the creation of new procedures and technology techniques. Serves as a technical expert in the conceptualization and development of technology roadmaps. Decision-making often requires integration and interpretation of diverse information technology disciplines, expert knowledge of emerging technologies, trends, and best practices, and understanding of organizational goals. Functions with a high degree of autonomy. Work often requires a high degree of technical expertise, persuasion, and leadership.

***In addition to duties performed by the Technology Strategist, the Senior Technology Strategist typically performs the following duties:***

- ◆ Provides expert consultative oversight and guidance to management on the use of innovative and new emerging technologies.
- ◆ Leads the development of complex technology roadmaps, outlining the prioritization and sequencing of technology initiatives.
- ◆ Serves as a technical expert to conceptualize and develop technology strategies aligned with emerging trends and best practices and campus and/or university goals.
- ◆ Conducts high level analysis and research of complex technology platforms and prepares feasibility studies to evaluate user needs for new or revised systems.
- ◆ Under the guidance of management, oversees enterprise system process improvement efforts, often developing new strategic technology approaches.
- ◆ Provides strategic advice and contributes to the university's technology governance processes, ensuring alignment with technology trends, industry standards, and compliance requirements.

**MINIMUM QUALIFICATIONS:**

***In addition to Technology Strategy knowledge and skill requirements, work assignments typically require:***

- ◆ Expert knowledge in developing and implementing technology strategies, roadmaps, and initiatives.
- ◆ Expert knowledge and understanding of technology systems and innovative IT solutions.
- ◆ Expert knowledge of emerging and innovative technologies.
- ◆ Expert knowledge and skill in applying and interpreting applicable IT standards, guidelines and, as appropriate, recommend policies, protocols, and strategies to management.
- ◆ Expert analytical and organizational skills to lead technology innovation initiatives and provide strategic recommendations to optimize technology platforms.
- ◆ Expert communication and interpersonal skills to lead strategic initiatives and persuade stakeholders and management regarding technology solutions.

***Experience and Education:***

Equivalent to bachelor's degree in a related field and five years of relevant experience. Additional experience which demonstrates acquired and successfully applied knowledge and abilities shown above may be substituted for the required education on a year-for-year basis. An advanced degree in a related field may be substituted for the required experience on a year-for-year basis.

**NOTES:**

*All IT professionals protect the confidentiality and integrity of data and electronic information from incidental, intentional, unauthorized release and/or preventable misuse or loss to the university. IT professionals at the university are collectively responsible for ensuring the security and protection of sensitive information, systems, and digital assets. This includes upholding data confidentiality, integrity, and availability and actively contributing to a culture of cybersecurity awareness and compliance throughout the university's technological ecosystem.*

*The California State University has a long-standing commitment to make its programs, services, and activities accessible to the public and the entire campus community. All professionals classified within the Information Technology Series have the expectation to support practices and techniques that align with federal and state law, as well as the CSU initiatives, coded memorandums, and executive orders.*

*Acronyms and technical terms used in this classification document are current as of the publication date. Subsequent technical, functional, and usage terminology and acronyms should be substituted as appropriate.*

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