**NETWORK AND CYBER SECURITY ENGINEER**

**JOB DESCRIPTION**

**Overall/key purpose**

​To lead and be responsible for the networking infrastructure and to improve and maintain our cyber security posture.

The post-holder is expected to uphold the values of the Trust and act as an ambassador for King Edward VI College and the wider Trust

**Main duties and responsibilities**

 A brief overview of the responsibilities for this role include:

* DNS, DHCP and VLAN
* Firewall configuration and maintenance
* Management of college Wi-Fi systems
* Safeguarding our student
	+ Internet Access
	+ Appropriate monitoring tools
* Running regular vulnerability scans and implement schedules of work to reduce the number of vulnerabilities
* Maintaining Antivirus and EDR systems and software

**Other Duties​**

* Occasional evening and weekend work could be required
* The post-holder will undertake such other duties as the CEO or Trust, may from time to time, determine in consultation with the post-holder to ensure the continued existence, viability and progress of the Trust and its colleges

**Key Accountabilities:**

* Our values
* To be involved and genuine in all dealings with our stakeholders
* To seek and respond intelligently to colleague feedback and to give feedback when needed whilst always operating with emotional intelligence
* Excellent communication, based on a spirit of openness and honesty
* To hold self and others to account for performance, progress and impact
* To create an environment which motivates, energises and empowers
* To ensure a supportive learning experience takes place for every student
* To ensure intervention occurs for students when they need it
* Seeking creative and exciting solutions to problems or barriers

**Generic duties for all College Staff:**

* To support the College’s mission, values and strategic objectives
* To support the College’s policies on diversity and inclusion
* To ensure awareness and compliance with the College’s Health & Safety
* Policies and practices
* As a member of staff working in a College setting, to have a duty to help keep young people safe and protect them from sexual, physical and emotional harm and to take reasonable steps to ensure the safety and wellbeing of students
* To embrace the College’s commitment to people development by taking partin continuing professional development activities

This job description is not necessarily a comprehensive definition of the post. The post holder may be required to undertake any other duties, as directed by the Principal or which may reasonably be regarded as within the nature of the post, after consultation with the post holder.

**We appreciate applicants may wish to discuss the potential role, job description, organisation or even visit the college to find out more. All enquiries are welcome. Please see the section ‘completing your application’ for ways to get in touch.**

Attributes, Values & Behaviours

As a values driven organisation, the person specification reflects the importance we place on these. Outlined below is our leadership framework based on our values and our Principal will need to demonstrate these as well as the ability to develop these in others;

Ambitious

• Setting a clear & compelling vision, always looking to inspire people to do things they never thought they could.

• Avoiding over complication & change for changes sake - seeking clarity of purpose & simplicity in all we do.

• Being obsessive about improving the experience we offer students & staff, acting as a role model for the standards of behaviour we should all expect of each other.

• Focussing on collective improvement through the development of highly performing teams & shared accountability rather than individual glory/blame

• Demonstrating an unquenchable appetite for learning & exploring new ways of approaching our challenges, focussing on developing this with all our staff & students.

• Being able to combine dreams & big ideas with details ; act as doers, not just thinkers.

Involved

• Ensuring high levels of visibility & engagement of our leaders around our colleges & within our local communities.

• Actively seeking & developing partnerships to ensure we are connected to & having a significant positive impact on our local communities & on each other.

• Supporting staff to break down barriers to partnership working, within colleges, across the Trust & will external partners.

• Acting as champions of inclusivity & diversity & challenging any behaviours, structures or processes that are not fully inclusive for the communities we serve

• Remembering to tell people when things are going well & actively celebrating the achievements of our students & staff at every opportunity.

• Encourage innovations & ideas for improvement from others, focussing on the potential benefits & being risk aware rather than risk averse.

Supportive

• Acting as a role model for our staff in terms of staff wellbeing & work-life balance, setting expectations & challenging staff when they fall short of these expectations.

• Demonstrating empathy & emotional intelligence particularly in difficult moments, while helping staff & students frame possible solutions to their challenges. Not being afraid to get our ‘hands dirty’ with staff to help solve a problem.

• Focussing on empowering all our people, ensuring they gain the skills & experience needed to thrive at work, through training, coaching, mentoring & wider development opportunities.

• Knowing the difference between being empowering & being enabling when supporting/developing our people & being skilled at having ‘crucial conversations’ when needed.

• Always believing in & promoting the ability of our staff & students to further develop their skills & abilities.

* Not being afraid to take risks & encouraging this in others, ensuring we maximise learning from our mistakes & failures.

Genuine

• Keeping the promises, we make & sticking to our commitments, particularly in difficult times. Not being afraid to take risks & encouraging this in others, ensuring we maximise learning from our mistakes & failures.

• Seeking honest & regular consultation with & feedback & from students & staff, responding meaningfully & constructively, without ‘spin’ or rancour.

• Giving regular, honest & constructive feedback to our staff, collectively & individually to help them further develop & thrive at work.

• Having the conviction & tenacity to disagree when needed, but once a decision is made committing wholly to it, even when uncomfortable, unpopular, or exhausting.

• Promoting an openness of discourse. Acknowledge we will not always be right & welcome constructive challenge of our thinking.

• Challenging cynicism, pessimism, or political expediency in ourselves & others, working to demonstrate how we can help bring about positive outcomes in line with our values

**PERSON SPECIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Knowledge & Skills**  | **Essential** | **Desirable** | **Assessed by** |
| * Good working knowledge of networking principals including DNS, DHCP and VLAN’s
 | 🗸 |  | Interview  |
| * Good working knowledge of key firewall principals and configuration
 | 🗸 |  | Application, interview,  |
| * Good working knowledge of Wi-Fi systems and standards
 | 🗸 |  | Application, interview,  |
| * Awareness of student safeguarding responsibilities
 |  | 🗸 | Application, interview,  |
| * Experience of planning, designing and implementing I.T. security measures
 |  | 🗸 | Interview  |
| * Awareness of vulnerability scanning and CVE scoring methodologies
 |  | 🗸 | Interview  |
|  |  |  |  |
| * Have an awareness of health and safety regulations and how they apply to the post
 | 🗸 |  | Application, interview & selection processes  |
| * A clear commitment to the principles and practices of equality and diversity and the safeguarding of young people
 | 🗸 |  | Interview |