



MANAGER, CYBER INFORMATION SECURITY

Annual Salary Range: \$140,000 - \$150,000

INFORMATION MANAGEMENT DIVISION

The Information Management (IM) Division for the Port of Long Beach is supported by 25 staff and has an annual budget of \$11.3 million. The Division is responsible for all of the Port's information management functions. The division ensures the availability of accurate data and enabling digital technologies that transform the Port's data into information and institutional knowledge that supports our innovation, operational excellence and environmental stewardship goals. IM also provides enterprise-wide expert technology services and introduces positive change to business processes by innovating and managing the Port's information and communications infrastructures.

THE POSITION PROFILE

The Manager, Cyber Information Security is a working manager. Under general direction, this position will be responsible for planning, organization and direction of the Port of Long Beach Cybersecurity Section and programs.

CANDIDATE PROFILE

The preferred candidate for this position is a results-oriented leader with a demonstrated record of accomplishment in Information Management. The candidate selected will exhibit a commitment to high quality work and outstanding customer service. S/he will be familiar with current trends, practices in the profession, reveal a passion for efficient systems, and services, embrace and utilize technology, and convey a commitment to excellent customer service and continuous improvement. The Manager, Cyber Information Security is expected to be a resilient individual with exceptional communication skills who can work effectively with Port stakeholders, including the Board of Harbor Commissioners, senior management, tenants, customers, Port staff and the community. S/he must possess superior professional standards and uncompromising integrity and be comfortable working in a deadline-driven and demanding environment.

EXAMPLE OF DUTIES

- Supervises, organizes, plans and schedules the work of the cybersecurity personnel who monitor, support and protect the Port's technical network from cyber risks;
- Monitors the cybersecurity operations and infrastructure to ensure the Port is sufficiently protected to the greatest extent feasible;
- Manages escalation point for cyber risk management and incident response;
- Develops cybersecurity training and educational programs for Port stakeholders;
- Sets cybersecurity and compliance goals;
- Executes enterprise-wide policies and procedures;
- Oversees staff in performing their assigned responsibilities and provides guidance as necessary;
- Advises division management regarding cyber risks;
- Interprets complex written information, develops conclusions, makes recommendations and prepares reports;
- Evaluates ways to improve organizational effectiveness through evaluation of current procedures, develops conclusions and makes recommendations to improve current policy and procedures;
- Monitors the cybersecurity section budget and project budgets;
- Builds and maintains positive relationships with Port stakeholders, City officials, including terminal operators, trucking companies, shipping lines, etc;
- Attends Port/Industry related functions;
- Performs other duties as required



EDUCATION, KNOWLEDGE & EXPERIENCE

Requirements for the position include:

Education:

- A Bachelor's degree from a four-year college or university.
- A Master's degree in a related field is highly desirable.
- A professional cybersecurity certificate(s) is highly desirable (CISM, CISSP, GISP, etc).
- Information Technology Information Library (ITIL) foundation certification is desirable.
- Must have a valid California driver's license to perform work-related duties, including driving to meetings and work-related events.

Experience:

- A minimum of seven years of professional experience, offering specific and substantial preparation for the duties of the position, with a minimum of five years managing an enterprise level cybersecurity program.
- The ability to establish, build and maintain effective working relationships with all levels of employees, including top, middle and supervisory levels of management is required.
- A history of creating effective working relationship across functional lines is expected, with a collaborative work style.
- Proven ability to implement new programs or practices designed to enhance service and value.
- A history of managing and successfully working with people from diverse backgrounds and areas of technical expertise.
- A strong background in developing and conducting training is highly preferred.

Professional Knowledge and Characteristics:

The candidate selected will also possess the following professional attributes and strengths:

- Results oriented
- Collegial
- Dedicated to progressive change
- Customer focused
- Creative and resourceful
- Highly organized
- Exercise sound independent judgement
- Strategic thinker

COMPENSATION & BENEFITS

The Port of Long Beach has established an annual salary range of \$140,000 - \$150,000. An attractive package of executive level benefits is also included, with the opportunity of working in one of the most diverse and dynamic areas of the United States. The Port's generous benefits package includes:

- *Auto allowance:* \$325 per month
- *Deferred Compensation:* several plans available
- *Retirement:* CalPERS 2% @ 62, coordinated with social security (with a 6.5% payroll contribution)
- *Group Health Insurance:* medical (an HMO and a PPO) and dental options (two plans to choose from) available for employee and dependents
- *Life Insurance:* City-paid life insurance policy of \$20,000 plus executive insurance benefit equal to three times annual salary up to a maximum of \$500,000
- *Disability Insurance:* City-paid short and long term disability insurance
- *Vacation:* 12 days after one year of service; maximum of 20 days after 19.5 years of service
- *Sick Leave:* 8 hours per month
- *Executive Leave:* 40 hours per year
- *Holidays:* 9 designated holidays per calendar year, plus 4 personal holidays
- *Bereavement Leave:* 3 days for death or critical illness of immediate family member plus 3 days of accrued sick leave
- *Annual Physical:* provided by the City



APPLICATION & RECRUITMENT SCHEDULE

The final filing date for this recruitment is **Tuesday, January 16, 2018 @ 4:30 PM**. The Port reserves the right to **extend the closing date without notice** in order to accept additional applications.

To be considered for this opportunity, submit a cover letter, a resume that reflects scope of current/most recent organization and responsibilities via email to: humanresources@polb.com. You must indicate **MANAGER, CYBER INFORMATION SECURITY** in the subject line. Incomplete application packets or those that clearly do not meet the minimum requirements will not be considered.

Application packets will be evaluated to determine the most qualified applicants. Those individuals determined to be best suited for the position will be invited to participate in the selection process, with an appointment anticipated shortly thereafter.

This information is available in an alternative format by request to the Human Resources Division at (562) 283-7500. If you require an accommodation because of a disability in order to participate in any phase of the application/selection process, please submit your request in writing when submitting your application or call the number above.

Relocation is not available for this position.

The Port of Long Beach is an Equal Opportunity Employer.

THE PORT

The Port of Long Beach is one of the world's busiest seaports and is a leading gateway for international trade. Founded in 1911, it has grown to 3,200 acres and moves \$180 billion in trade each year. The Port of Long Beach is the second busiest container port in North America. East Asian trade accounts for more than 90 percent of Long Beach shipments with the top trading partners being China, South Korea, Japan, Hong Kong and Taiwan. The Port of Long Beach is the City of Long Beach's Harbor Department and is governed by the Long Beach Board of Harbor Commissioners. The Port's Executive Director is appointed by the Board and is responsible for overall Port activities. With over 500 employees and annual operating revenues of nearly \$375 million, the Port of Long Beach is a landlord port that leases and acquires property for port development. The Board of Harbor Commissioners leases port shipping terminals and other facilities to private entities, and revenues are reinvested in new facilities and port-related improvements.

In 2005, the Board of Harbor Commissioners adopted a Green Port Policy that has positioned the Port as the leader in the area of environmental stewardship. To learn more about the Port, go to www.polb.com.

THE COMMUNITY

Majestically located on the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach, California is often described as a series of strong, diverse, interwoven smaller communities within a large city. Enjoying an ideal southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary, the annual Toyota Grand Prix of Long Beach, the Long Beach Sea Festival, and a wide variety of other attractions serve to draw over six million visitors each year. The city is also home to California State University, Long Beach, ranked one of the best value public colleges in the nation, and Long Beach City College, one of the largest community colleges in California.

While offering all the amenities of a large metropolis, Long Beach has the added benefit of having maintained a strong sense of community and cohesiveness despite its size. Long Beach is the seventh largest city in California and celebrates its vibrant diversity. A superb climate, quality schools, vibrant downtown and a wide variety of neighborhoods help make Long Beach one of the most livable communities in the country.