



POSITION TITLE: Senior Director - Election Security
SUPERVISORY ROLE: Yes
SPECIFIC TEAM: EI-ISAC
REPORTS TO: Vice President of Election Operations
LOCATION: Remote, EG or DC
DATE: May 2021

JOB SUMMARY:

CIS (Center for Internet Security) is the trusted guide to confidence in the connected world. CIS collaborates with the global security community to lead both government and private-sector entities to security solutions and resources. CIS is an independent, not-for-profit organization.

The Senior Director of Elections Security works within the Operations and Security Services (OSS) Department at CIS and reports to the Vice President of Elections Operations. The Senior Director of Elections Security partners with key internal and external stakeholders and experts in the elections and standards communities to lead CIS efforts in developing best practices, processes, and tools to support the security of elections systems.

TASKS AND RESPONSIBILITIES:

Help coordinate and lead the development and evolution of CIS' elections strategy in coordination with key personnel in the Elections Infrastructure Information Sharing and Analysis Center (EI-ISAC), the Multi-State Information Sharing and Analysis Center (MS-ISAC) and other CIS departments.

Lead efforts to collaborate with external and internal organizations to produce products and services that improve security as well as the efficiency and effectiveness of elections systems and associated processes (e.g., testing and certification).

Engage with state and local governments to gather requirements regarding the elections processes.

Serve as author and coordinator of elections best practices guidance, leveraging internal and external resources and experts to support this function.

Establish relationships with recognized experts in elections systems and processes, to solicit their participation in collaborative efforts to develop CIS publications on elections guidelines and best practices.

Lead and provide oversight to team members in the development and maintenance of guidelines or best practice handbooks and tools.

Participate in conferences and forums to advocate for the adoption of CIS content and products.

Other tasks and responsibilities as assigned.

REQUIRED QUALIFICATIONS:

Bachelor's degree in a related field*

8+ years' experience as related to the tasks and responsibilities above

5+ years' experience in elections security

3+ years of complex project or program management experience

Demonstrated experience leading in a complex, multi-stakeholder organization

Exemplary personal and professional integrity

The position is open to U.S. citizens and requires a favorably adjudicated DHS Fitness Review for Public Trust Positions**

Must be authorized to work in the United States

PREFERRED QUALIFICATIONS:

Demonstrate understanding and awareness of cybersecurity standards such as CIS Critical Security Controls, NIST, OWASP, etc.

Previous experience working in an agile environment

Industry recognized certifications (e.g. GIAC)

**Additional years of relevant experience or a combination of an Associate's degree or equivalent and relevant experience may be substituted for the Bachelor's degree.*

***Factors that may cause a negative Fitness Review decision include:*

- *Criminal Conduct*
- *Dishonest Conduct*
- *Employment Misconduct*
- *Alcohol Abuse*
- *Drug Use (illegal drug use or use of a legal drug in a manner that deviates from approved medical direction) Additionally, illegal drug use includes the use of drugs that are illegal for federal purposes despite being legal in select states and countries, such as marijuana.*
- *False Statements*
- *Financial Issues*
- *Have not resided in the US for three (3) of the past five (5) years*

At CIS, we are committed to providing an inclusive environment in which the diverse backgrounds, experiences, and views of our employees, members, and customers are valued and respected. It is through this commitment that we are able to work together towards our common mission: to make the connected world a safer place.