# Chief Info Accessibility Officer

Office of Enterprise Technology

## Job Description:

The Chief Information Accessibility Officer (CIAO):

* Convenes the Technology Advisory Board;
* Is the point person and champion for accessibility implementation

within state government;

* Makes recommendations on legislation;
* Identifies, drafts, implements policy needed to meet accessibility

standards;

* Identifies ways to integrate accessibility into current or new State

processes;

* Is an ex officio member of governance groups ensuring that
* accessibility is appropriately considered;
* Works with the IT program to include accessibility standards in the

new consolidated environment;

* Initiates and oversees an accessibility implementation program;
* Works with the appropriate enterprise and agency leadership to

communicate the reasons for accessibility, and provide cost effective

training across state government;

* Oversees accessibility content on web page;
* Stays current with changes to Section 508 and WCAG and trends in

accessibility;

* Makes presentations on accessibility and the State's accessibility

implementation program to a wide variety of audiences. - Initiates and

oversees an accessibility implementation program

* Using best practices for program documentation;
* Identifies, measures, and reports on progress and benefits achieved by

the program;

* Manages the budget provided by the legislature;
* Creates and implements and accessibility communication plan;
* Status reporting, including annual report to the legislature.

## Minimum Qualifications:

This position requires all of the following:

### KNOWLEDGE OF

* Section 508 and WCAG 2.0 Accessibility standards;
* Change management principles and methodologies;
* Public sector procurement processes;
* Familiar with all aspects of IT including hardware, software, web and

application methodologies, and service delivery processes.

### SKILL/ABILITY

* Excellent verbal and written communication;
* Demonstrated leadership skills;
* Ability to relate to a wide spectrum of stakeholders;
* Ability to interpret and apply technology accessibility standards to

specific technical and business requirements.

### EXPERIENCE

- Program and/or project management experience;

- Business analysis OR development experience in an application/web

development environment.

### EDUCATION

* Bachelor's degree.

### Preferred Qualifications:

* Policy and legislative experience.