



NON-CONTRACT ROLE DESCRIPTION

JD4748

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| ROLE TITLE: | Vulnerability Management Specialist | ROLE DESCRIPTION NO.: | 4748 |
| DEPARTMENT: | Information Management/Information Technology - Security | HEABC REFERENCE NO.: | 18721459 |
| REPORTING TO: | Manager, Security Operations | HSCIS CODE: | 05050 |
| CLASSIFICATION: | NCEM/Range 8A | JOB CODE: | 91308 |

ROLE SUMMARY

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority (Island Health) patient and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Manager, Security Operations, the Vulnerability Management Specialist is a subject matter expert in vulnerability management standards, processes, approaches and technologies. The Vulnerability Management Specialist functions as a lead resource in the procurement and deployment of enterprise vulnerability management tools and develops and maintains the necessary policy and process for the ongoing operation of an enterprise vulnerability management program.

Travel may be a requirement of this position. Transportation arrangements must meet the operational requirements of Island Health in accordance with the service assignment and may require the use of a personal vehicle

DUTIES AND RESPONSIBILITIES:

1. Responsible for planning, design, development, policies, procedures and implementation of the Security Vulnerability Management program.
2. Responsible for guiding the organization that supports our vulnerability analysis ensuring regular scanning and review of assets and applications to identify network, configuration, and application vulnerabilities
3. Responsible for preparing, developing and updating the vulnerability management plan, policies, strategy and roadmaps
4. Oversees the research, design and integration of new and upgraded vulnerability management technologies by monitoring and analyzing industry trends and best practices, implementation standards, and Island Health project requirements all to ensure successful integration to Island Health's environment and the continued protection of Island Health information assets and infrastructure.
5. Partners with IT and business teams to assist in developing solutions to remediate identified vulnerabilities and misconfigurations in a risk prioritized, effective and efficient fashion.
6. Builds relationships throughout the organization to enhance and support safe, secure, and reliable operations
7. Develops, manages, measures and reports on key compliance and response time metrics that measure the effectiveness of the organizations vulnerability management practices.
8. Develop and maintain a method or system for consistent tracking and review of open vulnerabilities using a risk-based approach
9. Functions as a lead resource in developing requirements, RFPs and performing vendor selection for related tools and services such as vulnerability assessments and penetration testing.

10. Communicates, both verbally and in writing, with senior management, physicians and internal staff to provide interpretation and expert advice on adherence to legislation, international information management standards and principles related to vulnerability management. Takes immediate and appropriate action as required on critical or escalated issues related to vulnerability management requirements. Provides compliance reporting to senior management.
11. Engages with external parties such as provincial government ministries and peer health authorities.
12. Works closely with other Health Authorities, the Provincial government and other contracted vendors, manufacturers and service providers to ensure that required Information Security standards and best practices are discussed and Island Health's desired outcomes are delivered. Recommends specific courses of action to address issues, gaps or opportunities.
13. Initiates partnerships and effectively maintains critical internal linkages to ensure development of a consultative approach to mutual problem solving, enhancing communication, proactively anticipating and resolving issues and supporting the implementation of required changes.
14. Performs other related duties as assigned.

QUALIFICATIONS:

Education, Training And Experience

A level of education, training and experience equivalent to a Bachelor's degree in Computer Science and five years' experience in a large information technology services environment. Active CISSP, CCSP, CISM, SANS GIAC, or Security + certification with healthcare experience strongly preferred.

Skills And Abilities

- Advanced understanding of information security and vulnerability management practices and trends, related legislation and requirements.
- Demonstrated understanding of information security principles, tools and controls to support vulnerability and risk management identification in electronic systems
- Demonstrated ability to problem solve with a global perspective in order to incorporate the organization's systems and strategies when developing viable solutions to problems
- Comprehensive knowledge of networking concepts and core security technologies including firewalls, anti-virus, intrusion detection/prevention, monitoring/reporting.
- Knowledge of FIPPA, ISO 27002, ISO27017 and the BC Government Information Security Policy preferred.
- Recent relevant experience working with Windows desktop and server technologies in a large information technology environment required.
- Demonstrated ability to establish and maintain effective partnerships with a variety of stakeholders while exercising maturity, tact, confidentiality and discretion
- Demonstrated ability to function in a highly dynamic environment, including working under pressure, adapting and responding to changing priorities and meeting deadlines
- Excellent facilitation, coaching, conflict management, planning and interpersonal skills, with the capability of providing leadership and interacting comfortably with a variety of disciplines at all levels of the organization
- Demonstrated ability to assess complex situations and make appropriate recommendations
- Excellent written and oral communication skills coupled with the ability to write or edit high quality business documents
- Demonstrated ability to utilize both analytical skills and conceptual thinking to identify and resolve issues.
- Demonstrated ability to work independently and effectively under time pressure to meet deadlines, balance work priorities and resolve issues appropriately

- Demonstrated superior organizational, time management, listening and recording skills
- Physical ability to perform the duties of the job.