



MAINE TURNPIKE AUTHORITY

Job Description

Job Title: Cyber Security Manager
Pay Range: Professional/Technical 21
Reports To: Director of Information Services

Department: IS
FLSA Status: Exempt

Position Summary

The Cyber Security Manager is responsible for developing, implementing, and maintaining comprehensive cybersecurity programs to protect the agency's information systems, data, and digital infrastructure. This management-level position reports directly to the Director and provides strategic leadership in cybersecurity governance, risk management, and incident response while ensuring compliance with federal, state, and local security requirements.

Essential Job Functions

These functions reflect management's assignment of essential duties; it does not prescribe or restrict all the tasks that may be assigned.

Key Responsibilities

Strategic Leadership & Program Management

- Develop and implement agency-wide cybersecurity strategy, policies, and procedures
- Lead cybersecurity risk assessments and vulnerability management programs
- Oversee the development and maintenance of the agency's cybersecurity framework
- Provide regular briefings and reports to the Director and senior leadership on security posture

Compliance & Governance

- Ensure compliance with NIST framework cybersecurity regulations
- Coordinate with internal teams on cybersecurity matters
- Develop and maintain cybersecurity policies, standards, and procedures
- Oversee security control assessments and authorization processes
- Manage relationships with oversight agencies and external auditors

Incident Response & Operations

- Lead the agency's cybersecurity incident response program (including preparation, detection, response and recovery)
- Coordinate with law enforcement, CISA, and other external agencies during security incidents
- Oversee 24/7 security operations and monitoring capabilities
- Manage threat intelligence gathering and analysis activities
- Direct forensic investigations and post-incident analysis to strengthen defenses

Team Leadership & Development

- Supervise and mentor cybersecurity staff and contractors
- Develop training programs for agency personnel on cybersecurity awareness
- Build and maintain relationships with internal stakeholders across all departments
- Foster a culture of security awareness throughout the organization
- Coordinate with HR on cybersecurity-related policy and personnel matters

Technology & Infrastructure Security

- Oversee security architecture reviews and technology implementations
- Manage endpoint protection, network security, and cloud security programs
- Coordinate with IT department on security aspects of system deployments
- Oversee identity and access management programs
- Ensure secure configuration management across agency systems

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Reasonable accommodations under applicable law may be made to enable qualified individuals to perform these essential functions.



Position Qualifications

- Bachelor's degree in Computer Science, Information Technology, Cybersecurity, or related field
- CISSP certification preferred

Experience

- Minimum 7-10 years of progressive experience in cybersecurity or information security
- Minimum 3-5 years in a management or supervisory role
- Experience working in government, public sector, or highly regulated environments preferred
- Demonstrated experience with large-scale cybersecurity program management

Technical Skills

- Expert knowledge of cybersecurity frameworks (NIST preferred)
- Proficiency with security technologies including SIEM, endpoint protection, network security tools
- Knowledge of compliance requirements (FISMA, FedRAMP, state regulations)
- Experience with risk assessment methodologies and tools

Leadership & Communication Skills

- Proven ability to lead and develop technical teams
- Excellent written and verbal communication skills
- Experience presenting to executive leadership and boards
- Strong project management capabilities
- Ability to translate technical concepts for non-technical stakeholders

Preferred Qualifications

- Advanced degree in Cybersecurity or related field
- Experience with state or federal government cybersecurity programs
- Knowledge of public sector procurement processes
- Experience with crisis management and emergency response
- Additional certifications (CISSP concentrations, SANS certifications, vendor-specific)
- Experience with cybersecurity automation and orchestration tools

Working Conditions/Physical Demands

- Full-time, exempt position
- Occasional evening and weekend work required for incident response
- May require travel for conferences, training, or inter-agency coordination
- Ability to respond to cybersecurity incidents outside normal business hours

Impact

This role is essential to maintaining the security, resilience, and reliability of the Maine Turnpike Authority's systems and operations, ensuring safe and uninterrupted service to the traveling public.