

---

**VILLAGE BOARD MEETING****From:**

Chad Pelishek, Village Manager

---

**VILLAGE OF HARRISON****Meeting Date:**

October 28, 2025

---

**Title:**

Job Description: IT Manager: Approval

---

**Recommended Action:**

Motion to approve the IT Manager job description as printed and circulated.

---

**Background and Additional Information:**

At the September Board meeting, the Village Board requested to bring forward the job description for the IT Manager prior to adoption of the budget to allow staff to start recruiting for the position.

The job description is based off similar sized communities in northeast Wisconsin. The position assists with long term planning of the Village's IT systems as well as helps with day-to-day helpdesk requests.

The position would report to the Village Manager. A bachelor's degree in computer science, Management Information Systems or a related field is required and along with 5 years of work related experience.

---

**Attachments:**

Position Description for IT Manager.