Technology Integration Specialist

ORGANIZATIONAL RELATIONSHIP

This position reports to the Director of Technology and building principal. The Technology Integration Specialist (TIS) supports effective technology integration in the classroom and coordinates professional development activities for District employees consulting directors, principals, supervisors, and managers.

POSITION FUNCTION

Provide technological competency, expertise, guidance and proficiency to the faculty and staff. Work as a team to continue the ongoing Information Technology educational program including the 1:1 deployment of Chromebooks and integrate strategies to increase student achievement levels across the curriculum and departments.

JOB DESCRIPTION

1. Serve as an educational technology expert.
2. Work collaboratively as part of a school-wide team in curriculum integration to assist teachers and staff in becoming technologically proficient.
3. Raise the capacity of teachers' use of technology in all curricular areas, including modeling, one-on-one, small & large group instruction, and co-teaching.
4. Establish a safe environment and maintain rapport to work with staff and students to improve the integration of classroom/instructional technology at all grade levels.
5. Develop and provide professional development activities directly related to the integrated use of technology in all content areas, including student demonstration projects, classroom demonstrations, team teaching, workshops, and computing skills so as to improve productivity, quality, and efficiency.
6. Communicate with the school staff and community about training, equipment, software, curriculum materials, instructional video, and other technology resources.
7. Assists teachers with technology integration, e.g. creates strategies to integrate technology standards into their curricula, teaching, and classrooms.
8. Develops and promotes technology integration activities for all teachers that are aligned with District curricula, common core standards, and best practices.
9. Designs resources for employees (e.g. LMS pages, discussion forums and web-pages, and/or printed materials) to focus on specific technology topics.
10. Works with curriculum writing teams and teachers to ensure technology integration so that students may attain technology standards.
11. Trains and supports employees to implement District technology policies, guidelines and procedures with fidelity.
12. Available to work flexible schedules during the regular school year and summer.
13. Learns new technologies; stays current with technology changes and emerging best practices.
14. Participates in local, regional, state and national and online collaborative opportunities.
15. Promotes the District mission and ENDS policies
16. Maintains a positive and professional social media presence.
17. Performs other duties as assigned.

REQUIRED QUALIFICATIONS

· Wisconsin Teaching Certificate in grades 9-12
· Preferred 3 years building level teaching experience and 2 years of professional development experience educating teachers or other adults in technology integration.
· Ability to support learning and curriculum alignment, develop effective lessons, and provide embedded professional development for staff.
· Knowledge and understanding of technology as an instructional tool and ability to develop such understanding in educators.
· Knowledge and understanding of Universal Design for Learning (UDL) and ability to articulate the application of such to the curriculum.
· Knowledge and understanding of adult learners and demonstrated ability to motivate and teach adults in a variety of instructional settings.
· Demonstrated capacity to be self-directed, organized, and collaborative.

DESIRED QUALIFICATIONS

1. Google qualification or ability to obtain qualification at District direction.
2. Certification as a Google trainer or ability to obtain certification at District direction.
3. Experience with LMS systems, blended learning, flipped instruction, telepresence and *SMARTboards*.
4. Experience using MS office, Google Apps for Education, screencasting, video software, Chromebooks, and tablets.
5. Demonstrated digital footprint and experience using social media professionally and pedagogically.
6. Experience in coaching, mentoring, and/or training teachers and other employee groups