



Computer/Technology Teacher

Selwyn College Preparatory School, an independent, secular, private school in North Texas, is currently searching to fill the position of **Computer/Technology Teacher**. Selwyn prepares students for success – professionally and personally – through a challenging college preparatory curriculum and rich extracurricular program. Students learn the core values of respect, acceptance, integrity, responsibility, and service, in a family atmosphere dedicated to helping them reach their full potential.

Role:

There will be several technology changes and upgrades coming for this school year, and we need a highly motivated, enthusiastic person who is self-directed and able to guide and shape our campus technology instruction and use for the future.

Primary Responsibilities Include, but are not limited to, the following:

- Teach two Lower School computer and technology classes (grades 3-5) which each meet twice a week.
- Teach one computer and technology class for Middle School (grades 6-8) which meets three times a week.
- Teach one 9th grade computer and technology class which meets three times a week during the Fall semester.
- Teach one 9th grade health class (incorporating computers and technology) which meets three times a week during the Spring semester.
- Coordinate with Head of School, Head of Lower School, and Middle and Upper School Coordinator regarding schedule, grading policies, meetings and special events.
- Attend all faculty and division meetings, committee meetings, and student activities as required throughout the school year.
- Assist in evaluation of campus wide technology needs and selection of instructional materials and equipment.
- Assist in revising and updating curriculum and in ensuring effective vertical alignment.
- Training and assisting current faculty and staff with technology changes and upgrades.

Instructional activities (appropriate to grade level) include, but are not limited to, the following:

- Plan lessons, lectures, multimedia demonstrations and other presentations that are appropriate for computer and information technologies
- Work with students individually to evaluate progress, improve performance and achieve success in computing skills
- Provide skill level appropriate instruction in using computers and technology to enhance critical thinking, problem solving, and decision making
- Instruct younger students in basic computer components, vocabulary, and usage
- Provide instruction of proper and effective typing and keyboarding technique and navigation
- Provide instruction of Internet usage, safety, and etiquette
- Provide skill level appropriate instruction in word processing, spreadsheets, databases, presentations, video and graphics, and website design
- Provide skill level appropriate instruction in coding, computer programming skills, and information architecture systems
- Use computer technology to improve STEM learning

Qualifications and Education Requirements

Bachelor's Degree from an accredited university required

Preferred Skills

Texas Teacher Certification and teaching experience preferred

To Apply

Send letter of interest and resume to Lisa Biles, Head of School at lbiles@selwynschool.com. Application may be found at www.selwynschool.com/about/careers.