

**The Cambridge School of Weston Position Opening  
Director of Library and Technology Integration**

**Date Posted:** January 2017

**Starting Date:** August, 2017

**Job Description:** 10 or 11-month, full-time position

The Cambridge School of Weston seeks a Director of Library and Technology Integration who will lead the library program and our efforts to integrate technology into the classroom. Reporting to the Academic Dean, the Director of Library and Technology Integration is responsible for working with faculty and staff to develop and implement instructional design solutions in the classroom. Partnering closely with the academic office and technology department, the Director of Library and Technology Integration will have primary responsibilities for overseeing the library, developing the collection and working with students as they develop researching skills. The ideal candidate is a colleague who actively promotes critical thinking and innovation in the curriculum, including supporting teachers and students. Successful candidates will have experience developing, supporting and monitoring implementation of technology initiatives. Prior experience in a library setting and demonstrated experience working effectively with teachers, students and administrators in a highly collaborative, process-oriented setting is essential. Experience in a residential school is preferred but not required.

**Specific Responsibilities for This Position Include:**

- Oversee a diverse collection of print and digital resources to promote student and teacher learning
- Demonstrate a strong understanding and application of the instruction of 21<sup>st</sup> century skills, including an in-depth knowledge of research and inquiry
- Provide regular workshops and ongoing training and assistance to faculty for instructional design implementation in the classroom
- Collaborate with the academic office and technology committee to plan and facilitate the most effective use of instructional technology
- Collaborate with faculty and students to advance learning in a progressive educational environment
- Supervise library staff and oversee volunteers and student workers
- Regular communication with the CSW community through faculty meetings, committee membership, and other channels

**Skills and Qualifications:**

- Master's degree in Library Sciences (or equivalent)
- 3+ years professional experience in a library or similar setting preferred (with demonstrated professional growth)
- Deep understanding of and appreciation for progressive education
- Passion for interacting with students and faculty
- An approachable manner and commitment to being a colleague eager to extend him/herself to others
- Commitment to active participation in the life of the school; focus on integrating the library into the core of the academic program by making connections with students and faculty

**To Apply for This Position**

Please email to [librarysearch@csw.org](mailto:librarysearch@csw.org), in a single PDF, the following materials:

- cover letter, including a statement of educational philosophy
- résumé,
- contact information for 3-5 references

No telephone calls, please.

**Deadline for Application:**

February 15, 2017

**School Description**

The Cambridge School of Weston, founded in 1886, provides a progressive education that emphasizes deep learning and meaningful relationships through a dynamic program that inspires students to discover who they are and what their contribution is to their school, their community and the world. Located 12 miles from Boston, we are a day and boarding high school community of approximately 340 students. Our module system forms the basis of the educational program, allowing us to offer more than 300 classes. All classes meet 75- to 90-minutes each day, and are taught over five-week modules. Our pedagogy advocates active, experiential learning within a curriculum designed to accommodate the interests and experiences of individual students.

*The Cambridge School of Weston does not discriminate on the basis of race, color, religious creed, retaliation, national origin, ancestry, sexual orientation, gender, gender/identity/expression, disability, mental illness, genetics, choice of health insurance, marital status, age, veteran status or any other basis prohibited under applicable law. We are an equal opportunity employer and we encourage candidates who will increase our diversity to apply.*