

Innovation Education Technologist *Job Description*

Position Term, Equivalency and Reporting Structure

This is a full-time, 12 month reporting to the Dean of Curriculum.

Position Description:

The Innovative Instruction Coordinator will collaborate with the academic leadership team, and senior leadership team as needed, to design and implement effective strategies for integrating innovative technology and remote teaching practices. The Coordinator will develop teaching practices which leverage technology to foster learning in the classroom, at a distance, and beyond the classroom.

Duties & Responsibilities:

- Build strategies around teaching and learning that employs technology to deliver educational results in any environment regardless of physical location.
- Empower faculty with the toolsets, skill sets, and mindsets needed to leverage technology to advance collaboration, critical thinking, creativity, communication, and learning.
- Develop, monitor, and report on clear benchmarks that illustrate how we are maximizing our investment in technology. Present analysis of how strategic and tactical changes are responsive to those benchmarks.
- Model pedagogical expertise in work with all Field faculty by meeting people where they are and inspiring them to achieve more.
- Identify, evaluate, and recommend emerging educational technology initiatives that support learning and teaching, remaining mindful of Field's mission and core values.
- Collaborate with individual teachers and teaching teams to develop remote learning units and lessons, and occasionally co-lead lessons (ex: Develop a "virtual dissection" with the 9th grade Biology teaching team, and then co-teach the lesson).
- Contribute to professional development activities by developing, coordinating, and teaching workshops for faculty and staff on instructional applications and innovative approaches to learning, regardless of physical location.
- Develop and lead a team of Field innovative educators to develop challenge-based, cross-disciplinary learning experiences at each grade level.
- Oversee the use of Field's learning management software and provide training to faculty and students for best practices of use in the classroom, regardless of physical location.
- Assisting faculty in teaching students how to effectively use technology applications.
- Spearhead technology initiatives that support teaching and learning.
- Other duties as assigned.

Qualifications:

- Bachelor's degree in relevant field required, Master's degree in instructional design or educational technology preferred
- 5+ years of classroom teaching experience

- One or more of the following certifications:
 - Google for Education Certified Innovator
 - Google for Education Certified Trainer with a plan for Innovator application
 - ISTE Certification
 - Apple Distinguished Educator

Work Environment:

This position operates in a professional school environment.

Physical Demands:

While performing the duties of this job, the employee is regularly required to talk and hear. This position is active; it requires standing and walking, including stairs.

Travel:

Regular local and regional travel should not be expected.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned at any time with or without notice.

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