

## **Technology Integration Specialist**

The Technology Integration Specialist serves as part of the school's instructional support team, providing job-embedded and ongoing professional development for teachers. The task of the TIS is to build and develop the faculty pedagogy especially as it relates to technology integration in instruction, assessment and developing digital literacy skills for teachers and students. The role of a TIS is separate and apart from the evaluative role of the Division Director. The TIS advocates for, facilitates, and supports the work of the teacher.

### **Qualifications:**

- A minimum of 3 years using current and emerging technologies to support learning
- A minimum of 3 years classroom teaching experience.
- Master's degree in Educational Technology or related field is preferred.
- Excellent communication and organizational skills.

### **Major Duties and Responsibilities**

- Demonstrate familiarity and experience with methods for integrating technology and digital literacy into the school curriculum as well as methods for measuring student outcomes.
- Stay abreast of key learning theories and research trends as well as methods of integrating technology into classroom instruction.
- Experience in technology integration in schools, curriculum design, and instructional technology.
- Demonstrate ability to personally implement and integrate learning technologies in powerful way with students and educators.
- Demonstrate ability to utilize professional learning communities and other digital technologies to facilitate personal and professional growth.
- Provide technical assistance and collaborate with teachers and administrators to determine effective digital tools and resources for all learners.
- Develop professional learning activities that include in-class demonstrations, web-based tutorials, didactic lessons, web-based resource center, and other accessible methods of instruction for teachers.
- Create resource sharing and dissemination channels that support technology related learning and teaching by others.
- Foster the development of passionate learning communities for both students and staff that are focused on creativity, innovation, and the effective integration and implementation of learning technologies.
- Model what it means to be an empowered, ethical and connected learner through the use of digital technologies.
- Train faculty as needed including providing professional development during the summer and after school.
- Document projects/skills taught, as well as work that has been done with teachers.

- Build and maintain confidential relationships with teachers in order to create and maintain a high level of trust.
- Supports Dean of Professional Development, Director of Studies and Director of Human Resources in New Faculty Orientation week and continuing New Faculty and Staff Orientation.
- Serves as primary mentor and contact for New Faculty in the first quarter of the academic year.
- Supports Dean of Professional Development and the Director of Studies in all professional development initiatives for the school including pre-planning, professional development programming and post-planning.
- This position starts at the beginning of August and works through the end of the professional development week.
- Other duties as assigned