

SEOUL FOREIGN SCHOOL



Application Details for the Post of

Director of Technology

Seoul Foreign School - Republic of Korea

- Co-educational
- 1500 Students
- Ages 3 to 18
- IB World School
- IGCSE
- CIS
- WASC
- APAC
- FOBISIA
- EARCOS
- PYP/MYP Candidate



Beginning August 1st, 2017

www.seoulforeign.org



Background
Information
About the School

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Founded in 1912, Seoul Foreign School is a leading school in the Asia Pacific region and one of the oldest and most respected international schools in the world. It enjoys a rich history of growth and development, and benefits from being located in one of the world's most thriving cities for business and culture.

Seoul Foreign School's mission, centered in Christ, is to inspire educational excellence and promote Christian values, personal integrity and responsible global citizenship through a dynamic international experience. The School's vision is to be the premier choice of the international community in Korea, and is proud to be known for its students and alumni who strive for excellence and maintain an intrinsic love of learning.

The School is structured as an Elementary, Middle and High School (K-12), and a British School (R-Y9) and each of these sections has its own Principal. It is a not-for-profit school where 100% of the tuition impacts student learning. It is highly regarded as an academically rigorous school and is fully accredited by WASC and is a member of CIS. The School is also proud to be an active member of FOBISIA, APAC and EARCOS. The curriculum offered includes a US-style curriculum and English National Curriculum at the primary level followed by IGCSEs and then the IB Diploma programme.

Seoul Foreign School has a unique and caring environment characterized by high expectations, genuine commitment, expert instruction and exceptional outcomes. The School is proud to send its graduates to excellent colleges and universities across the globe, including some of the most competitive and selective schools in the world. Seoul Foreign School nurtures the whole child. Its students become graduates who are leaders in the global community, experts in their fields, and serve their communities and nations through meaningful social contributions.



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Key Roles:

The Director of Technology is responsible for leading technology in all areas of the school with the ultimate goal of maximizing teaching and learning with our students.

Key Responsibilities:

- Provide leadership and supervision to all faculty and staff working in the technology department
- Manage the vision, implementation, and annual review of the Technology Plan
- Maximize teaching and learning through appropriate technology and training
- Communicate the vision and implementation of the Technology Plan to the students, parents, faculty, and staff
- Integrate appropriate technology systems to support the school and ultimately classrooms in line with the school's curriculum in order to foster greater student learning
- Advise the Senior Administration of technological advancements and how those things may affect SFS
- Oversee the installation, maintenance, and improvements of technology resources;
- Supervise procedures for the appropriate use and storage of data
- Manage the Technology Budget and coordinate all hardware and software purchases, vendor arrangements, and the subsequent implementation of these items
- Maintain inventories of all hardware and software
- Ensure that appropriate health and safety standards are maintained relative to hardware and

Key Requirements:

- Bachelor's degree with at least two years of teaching experience
- Personal Christian faith and support of the SFS Mission and ethos
- At least two years of experience managing technology systems
- Proven ability as a solid team player with a 'can-do' attitude and able to work flexible hours outside of the regular school day
- Proven ability as an innovative, results oriented, self-motivated, energetic, creative problem solver
- Proven excellence in written and verbal communication skills
- Ability to engage in multiple tasks, to motivate and inspire others and to lead change successfully
- Extensive knowledge and experience with various hardware, network, and software pieces
- Time management skills and the ability to negotiate, establish and adhere to priorities
- A visionary leader that is able to distill all of the latest technology into a workable plan that supports quality teaching and learning in the classroom.

Key Reports:

The Director of Technology reports to and is appraised by the Assistant Head of School – Academics.





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Inspiring Excellence, Building Character - Since 1912