

Technology Integration Specialist – Part-time (25 hours)

School Overview:

The Wolf School, an independent day school in East Providence, Rhode Island, currently educates 65 students in grades K – 8 and inspires Complex Learners to discover confidence, compassion, and a love of learning to reach their full potential.

In 1999, founding members of the Board, including educators, clinical specialists, and a family sought to create a unique educational environment for children with multiple learning differences. The Wolf School provides students with the opportunity to reach their full academic and social potential through the development of core grade-level skills taught through a therapeutically guided curriculum. As a result, our students make significant gains academically and socially.

Position Overview:

The Technology Integration Specialist is a year-round, part-time position designed to facilitate the integration of educational technology with best teaching practices. As the Wolf School continues to invest in technologies that help empower students to access the curriculum and further understand who they are and what they need as Complex Learners; we must be equally committed to developing the capacity of our faculty to incorporate these tools into the curriculum in a way that serves to both enhance academic content and support students. The Technology Integration Specialist will promote and oversee the technology skill development and curriculum integration for all faculty, and work with students to enhance instruction through the effective use of technology in the classroom, supporting and promoting the utilization of technology throughout the school.

Duties and Responsibilities:

- Lead collaboration with teachers to support their use of technology in the classroom through a variety of instructional methods, work with teachers toward achieving technology-related learning objectives through the use of various hardware, software, and Internet resources, and assist teachers in developing curriculum and content that utilizes those educational technology resources
- Teach Digital Literacy and Citizenship to all students
- Outline and implement a scope and sequence for each class level
- Assess technology skill levels of teachers and staff, and assist in the achievement and progress tracking of each faculty member's technology goals (with support from the Director of Teaching and Learning)
- Troubleshoot basic hardware and software issues, roll out and update as needed
- Research new and existing technologies that infuse S.T.E.A.M into the curriculum and advance Wolf's Vision for Technology
- Support faculty and co-teach as necessary to facilitate the integration of new technology into the curriculum
- Support parent body (i.e., updates, workshops, tech talks)
- Develop a pilot program for integrating new devices into classrooms (i.e., Chromebooks)
- Attend weekly staff meetings and all school assembly
- Create and provide learning resources for faculty and staff, including websites, tutorials, and interactive programs that support technology integration. The Technology Integration Specialist will help teachers develop their own resources, as well, by providing additional support as needed
- Co-facilitate monthly Technology Committee meetings and attend Curriculum Committee meetings as needed
- Provide input and feedback about big picture technology planning to our outside technology partner, who maintains and supports the school's infrastructure
- Identify trends in software, curriculum, teaching strategies, and other educational areas
- Participate in the selection of appropriate educational software to augment class content
- Provide tips on how to increase productivity through the use of technology
- Advance and promote the use of technology throughout the school
- Attend technology-related workshops and conferences
- Provide professional development sessions and workshops for faculty and staff
- Provide technical support and training for administrators, faculty, staff, and students
- Provide desktop support when needed

Additional Skills/Abilities:

- Take initiative and provide consistent high-quality work with minimal supervision
- Creative and effective problem solver, thinker, and planner who is flexible and open to new ideas
- Possess strong verbal and written communication skills
- Ability to establish rapport with special needs students
- Ability to work on a team, open to giving and receiving feedback
- Strong time management skills and ability to manage multiple priorities
- Have strong interpersonal skills which support and engender trust

Additional Skills/Abilities (continued):

- Have a strong sense of self and a good sense of humor
- Possess a deep sense of community
- Understand and support multicultural education
- Maintain an attitude that encourages teamwork and personal responsibility

Job Requirements:

- Bachelor's Degree required, Master's preferred
- Teaching certification in Elementary, Middle School and/or Special Education required
- Have 2+ years of teaching experience
- Strong technology literacy background
- Appreciate and enjoy working with adults and children with complex learning profiles
- Possess good organizational capabilities and be able to implement these effectively
- Have a passion for researching and learning new technology
- Be adept at operating Macs, Chromebooks and iPad
- Experience with both Mac and Windows environments
- Extensive working knowledge of computer hardware, software, peripherals, and related technologies
- Ability to explain technical jargon to general audiences
- Strong understanding of key learning theories and methods of instruction and their relation to technology integration
- Familiarity with methods for integrating technology into the curriculum such as online portfolios, web-based research methods, and other forms of assessment.
- Experience with effective technology teaching strategies in teaching software and hardware skills

Please email or mail resume to:

Anna Johnson
Head of School
The Wolf School
215 Ferris Avenue
East Providence, RI 02916
ajohnson@thewolfschool.org
www.thewolfschool.org