

Upper School Library Educational Technologist 2019-20

St. Andrew's Episcopal School in Austin, TX seeks a highly qualified full-time Upper School Library Educational Technologist whose primary responsibilities will be supporting the daily operation of the Upper School Library, contributing to the design and delivery of library programs and services, and inspiring and instructing Upper School faculty on their use of educational technology as a transformative teaching tool.

Essential Responsibilities

- Partner with the Upper School Librarian to manage the daily use of the library space, materials, and collections. Assist in responding to patron requests, supervising student library assistants, and maintaining a welcoming and engaging library environment.
- Collaborate with the Upper School Librarian in designing student-centered programming and events and envisioning the ongoing evolution of the School's library program.
- Partner with the Director of Technology, the Upper School Librarian and members of the technology department in defining the overall approach and goals for use of educational technology in the school.
- Work with teachers to support purposeful integration of technology into classroom curriculum and teaching practices (i.e. lesson planning, co-teaching, lesson modeling, etc.).
- Design and deliver professional development for administrators, faculty members, and students via workshops and one-on-one training.
- Train and support teachers in all aspects of our learning management system (Blackbaud OnSuite) with regard to posting homework, grades, reports and attendance.
- Find outside opportunities for faculty to learn educational technologies.
- Educate students and parents about the evolving uses of technology.
- Troubleshoot basic hardware and software issues relevant to the classroom.
- Participate in department wide projects and attend regular department meetings.

Qualifications

- A dynamic and positive personality coupled with a proactive approach to support is essential
- Experience in a K-12 school is highly preferred
- An MLIS degree and/or formal experience supporting a library space is highly desirable
- Experience managing student-spaces that accommodate and cater to large numbers of active users, preferably including students at the Upper School level
- Classroom teaching experience is also desirable
- Ability to produce simple and engaging presentations and training resources for audiences with a wide-range of technology skills
- A broad knowledge of the current educational technology landscape (with regard to the tools available) and evolving trends
- Curiosity and perseverance in problem solving, combined with a strong work ethic
- Capacity to work both autonomously and as a team member

The role is a full-time, academic year faculty position beginning August 1, 2019. The Upper School Library Educational Technologist ordinarily works additional days following the close of school and before the start of the next academic year to design and deliver training and professional development as needed. Candidates who contribute to the cultural and ethnic diversity of the community are encouraged to apply. Salary is competitive; faculty compensation is based on educational attainment and experience.

St. Andrew's is a co-educational Episcopal K-12 day school, enrolling approximately 950 students on two campuses in Austin, Texas. The school strives to help young people from diverse racial, religious, ethnic, and socioeconomic backgrounds to achieve their potential not only in intellectual understanding but also in aesthetic sensitivity, physical well-being, and moral decisiveness so that they may lead productive, responsible lives, not only for themselves but also for their community. For more information about St. Andrew's School in Austin, please access our website: www.sasaustin.org.

Please submit your resume and a brief statement of interest to Michelle Roe, Director of Finance & Human Resources, at hr@sasaustin.org.

St. Andrew's is committed to providing equal opportunity in all personnel actions and in the administration of all policies and programs.

St. Andrew's employs individuals without regard to race, color, nationality, ethnicity, religion, disability, sex, gender identity or sexual orientation as protected by federal, state, or local law.