

Technology Coach

Job Description:

This position assists teachers with the planning and integration of technology in academic settings, trains teachers to use technology in an effective manner, and assists with curriculum development as it relates to educational technology. This position collaborates on an ongoing basis with the Technology Department and Technology Committee; this professional partnership is critical to the success of technology implementation and integration. This position is responsible for modeling instructional strategies, provides training and professional development to staff, supports curriculum, and performs similar kinds of duties and responsibilities as the Directory of Technology deems appropriate. This position must demonstrate the professional ability and personal characteristics necessary to work effectively with school personnel and members of the community.

Responsible to: Director of Technology

Payment Rate: According to Certified Salary Scale

Technology Coach Responsibilities:

- Assists teachers and staff with the integration of technology in an academic setting
- Provides professional development to staff in the utilization and integration of technology
- Assists with curriculum development as it relates to educational technology
- Models' instruction for teachers and teaches students in the appropriate use of technology
- Provides professional development to teachers to help create lesson plans that integrate technology and then models technologically integrated lessons for teachers
- Provides basic troubleshooting for technology related issues
- Participates in ongoing professional development in order to investigate and identify current best practices related to the integration of technology
- Manages online instructional applications and assists with technology-based testing programs
- Assists in the development and implementation of the district technology plan

Technology Coach Requirements:

- Ability to deliver articulate presentations and written reports
- Knowledge of successful integration of technology into the classroom
- Ability to communicate and provide professional development effectively to all staff members
- Knowledge of Office 365 products and its use in the classroom
- Knowledge of Windows based devices
- Knowledge of iOS-based devices
- Strong organizational skills and precision to detail is extremely important
- Must have experience in integrating technology in the classroom
- Must have experience using computers and peripherals effectively in a classroom setting
- Successful experience in public education as a teacher

- Alaska teaching certificate
- ISTE certification preferred

Physical Requirements:

- Requires physical exertion to manually move, lift, carry, pull or push objects up to 50 pounds.
- Requires stooping, kneeling, crawling, bending, turning, reaching, climbing, and balancing.
- Must work indoors year-round.
- Must work in stressful, noisy, and crowded areas, in and around dust, fumes, and odors.

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

I have received a copy of this job description:

Employee _____

Date _____

Approval _____

Superintendent