



P: (765) 866-0203

F: (765) 866-0736

P.O. Box 8, New Market, IN 47965

www.southmontschools.org

VACANCY

DIRECTOR OF TECHNOLOGY

Job Description: To provide direction, information, training and assistance to staff and students in the use of various educational technologies.

Responsibilities:

1. Provide strategic direction for the use and management of various educational technologies in the school corporation.
2. Provide for staff development in the use of technology as an instructional tool.
3. Maintain an inventory of technology equipment and software.
4. Review and evaluate new software and hardware and make recommendation for school corporation purchases.
5. Monitor and maintain data networks and servers throughout the school corporation.
6. Develop, evaluate and implement a technology education program for the district.
7. Research and seek out alternative funding sources for technology for the school corporation.
8. Annually evaluate the technology program for the school corporation and make recommendations.
9. Establish preventative maintenance and replacement schedules for all technology equipment.
10. Investigate and make recommendations on access and utilization of distance learning options.
11. Hire, train, assign duties, supervise and evaluate technology assistants.
12. Other related duties as deemed appropriate.

Qualifications:

1. Experience in analysis, implementation and evaluation of IT systems and their specifications.
2. Experience as IT director or similar role.
3. Excellent organizational and leadership skills.
4. Outstanding communication abilities.



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If interested, please contact:

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