

CUMBERLAND REGIONAL SCHOOL DISTRICT**JOB DESCRIPTION****TEACHER/TECHNOLOGY INSTRUCTION COACH****JOB GOAL**

To mentor and support teacher practice as it relates to transformative integration of instructional technology to create equitable and ongoing access to high-quality learning, and to improve and accelerate the achievement of all students.

QUALIFICATIONS

1. Hold or be eligible to hold a New Jersey Teaching Certificate.
2. Instructional Technology Certificate or degree in Educational Technology preferred.
3. Minimum of three years teaching experience with demonstrated success as a classroom teacher with knowledge and mastery of effective instructional strategies or equivalent experience as determined by the Board of Education.
4. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.

DUTIES/RESPONSIBILITIES

1. Work with educators and school leaders to support initiatives at the classroom, school and district level.
 - Identify digital learning tools and content that are equitable and that facilitate instruction that meets the needs of each learner, including the use of assistive technology.
 - Collaborate with educators to develop authentic, active learning experiences that foster student agency, deepen content mastery, and allow students to demonstrate their competency.
 - Model the use of research-based instructional design principles with educators to create effective digital learning environments.
 - Recognize educators across the organization who use technology effectively to enable high-impact teaching and learning.
2. Establish trusting and respectful coaching relationships that encourage educators to explore new methods for teaching and learning.
 - Partner with classroom teachers for coaching sessions that include co-lesson planning, goal setting, and self-evaluation; this includes observing teachers and providing non-evaluative feedback on instruction.
 - Collaborate with educators to identify digital learning content that is culturally relevant, developmentally appropriate and aligned to content standards.
 - Personalize support for educators by planning and modeling the effective use of instructional technology to improve student learning.
3. Develop, design, and deliver professional learning related to instructional technology solutions based on needs assessments and frameworks for working with adults to support their cultural, social-emotional, and learning needs.
 - Build the capacity of educators and instructional teams by facilitating professional learning workshops, building virtual and asynchronous professional learning opportunities, and via classroom visitations with active learning and actionable feedback.

- Evaluate the impact of professional learning and continually make improvements in order to meet the district-wide vision for using technology for high-impact teaching and learning.
4. Support educators to interpret qualitative and quantitative data to inform their decisions to support individual student learning.
 - Help educators use digital tools to create effective assessments that provide timely feedback, support differentiate instruction, and personalize learning.
 - Partner with educators to empower students to use data to set their own goals and measure their own progress.
 5. Inspire and encourage educators and students to use technology for civic engagement and to address challenges to improve their communities.
 - Partner with educators, leaders, students and families to foster a culture of respectful online interactions and a healthy balance in their use of technology.
 - Support educators and students to critically examine the sources of online media and identify underlying assumptions.
 - Empower educators, leaders and students to make informed decisions to protect their personal data and curate the digital profile they intend to reflect.
 6. Keep current with emerging technology and innovations in pedagogy and support the district's applications of instructional technology.
 - Pursue ongoing professional development to deepen expertise and improve coaching practice.
 7. Submit a monthly report outlining the activities completed and the goals for the following month to direct supervisor.
 8. Collaborate with all educators, school leaders, and families to support and enhance the implementation of instructional technology.
 - Develop and present workshops/training for students and families to support school-related technology within the home environment.
 9. May be required to teach one or more certificate-appropriate class – refer to “B-04 Teacher” job description for job duties and responsibilities associated with this responsibility.
 10. Adheres to related Federal laws, New Jersey school law, State Board of Education rules and regulations, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.
 11. Perform all other responsibilities and duties assigned by the Superintendent of Schools, Principal or his/her designee.

ESSENTIAL SKILLS/ABILITIES

1. Ability to integrate technology to enhance teaching and learning.
2. Demonstrated capacity to be self-directed, organized, and collaborative.
3. Strong communication and interpersonal skills with the ability to interact and work with individuals at all levels.
4. Attention to detail with a focus on thoroughness and quality.
5. High integrity and ethical standards.
6. Strong knowledge of computer, software programs and educational websites.
7. Regular participation of scheduled activities including summer days, daytime and evening events, at contracted hourly rate.
8. Regular attendance.
9. Prolonged periods sitting at a desk and working on a computer.
10. Ability to attend and preside over meetings.
11. Ability to traverse school facility and grounds.

REPORTS TO

Principal and designated administrators.

TERMS OF EMPLOYMENT

Work year and salary to be determined by the Board of Education.

EVALUATION

Performance of the job will be evaluated by the Principal and/or his designee in accordance with state law, CRBOE/CREA contractual provisions, and the Board of Education’s policy on evaluation of certified staff.

*This job description is subject to change at any time.

APPROVED BY: **Cumberland Regional Board of Education**
DATED: **April 29, 2021**
AMENDED: **March 23, 2023**