

OZARK R-VI SCHOOL DISTRICT
JOB DESCRIPTION

TITLE: INSTRUCTIONAL TECHNOLOGY TRAINING PLANNER

QUALIFICATIONS:

1. Currently employed as Instructional Technology Coach by the Ozark School District
2. Certification through DESE.

REPORTS TO: Building Principal

JOB GOALS: To lead Instructional Technology training and best practices throughout the District.

PERFORMANCE RESPONSIBILITIES:

1. To review proposed Instructional Technology Professional Development opportunities to ensure they meet the goals of the buildings and District PD requirements.
2. Actively research Instructional Technology PD needs of the buildings and District to design training opportunities and provide the trainers to conduct these training opportunities.
3. Assist in planning PD Academy, Star Summit and other District initiatives, as well as recruiting and training instructors for these events.

PHYSICAL DEMANDS: Ability to move around in the instructional area and able to carry technical equipment.

TERMS OF EMPLOYMENT: Annual Contract (Stipend)

TYPE OF POSITION: Exempt

EVALUATION: Evaluated annually by Building Principal

APPROVED BY SCHOOL BOARD: February 21, 2019