

Technology Integration Coach

Philadelphia Performing Arts seeks a full-time 6-12 grade Technology Integration Coach to join our team. At Philadelphia Performing Arts, students in grades 6-12 engage in a unique educational program designed to grow the next generation of creative leaders, where students focus on the arts and sciences as major subjects alongside a technology-infused, standards-driven academic curriculum. Our teachers are creative, passionate, professional educators that believe every student has specific intelligences that must be nurtured. We believe that all students should have an equal opportunity to achieve their own innate potential.

The Technology Integration Coach is a critical lever in improving student achievement at PPACS. The role of the coach is to build teacher capacity and their understanding of instructional technology, curriculum engines, and Apple technology as related to the mission and vision of String Theory Schools and best practices in education. An instructional technology coach models continuous improvement, and lifelong learning, and goes above and beyond to ensure student success. The Technology Integration Coach works collaboratively with members of the administration and Academic Team.

Instructional coaches will promote reflection, provide guidance and structure where needed, and focus on strengths, collaboration, and common issues of concern. They are responsible for ensuring high-quality instruction in classrooms through modeling, co-planning, co-teaching, and providing feedback to teachers. The instructional coach will demonstrate and model a passion for urban education reform and leadership.

Responsibilities:

- Provide instructional technology guidance, expertise, and best practices for grades 6-12 staff, leveraging various education technology hardware and software tools.
- Work collaboratively with colleagues to design, develop, and deliver educational technology initiatives that align with the mission of the school and the needs of the classroom
- In partnership with the Director of Technology and Academic leaders, research and propose new ways to enhance teaching and learning, promote innovation and cross-curricular collaboration, and foster purposeful, meaningful, and create integration of technology.
- Evaluate the efficacy and sustainability of current and future uses of educational technology in grades 6-12
- Staff onboarding and systems
 - Contribute to the staff onboarding process by having set presentations and working time dedicated to reviewing the following systems not limited to:
 - Setting up Canvas LMS to norm the classwork format for teaching

- Grading in PowerTeacher Gradebook
- General PowerSchool navigation
- Workflow for using the ipad and the laptop to conduct classes
- Using Notability as a digital notebook while presenting lessons
- JAMF and Apple Classroom for classroom management
- Maintain tutorials for training purposes in a centralized location
- Contribute to weekly/ monthly staff-facing documents with tips and tricks to support students and for efficient work flow
- Support the workflow and management of teaching in a 100% paperless environment
- Canvas LMS
 - Create and present a rubric for norming Canvas workflow for student and families
 - Create and model a system to monitor teacher compliance around these expectations
- Professional development
 - Lead a group of teachers who chose a technology PLC (Professional Learning Community) as their focus for the remaining 4 sessions throughout the school year
 - Plan group as well as one-on-one sessions during weekly department meetings or as needed
 - Work with administration to plan a scope and sequence for professional development based on data needs, school goals and the mission and vision of the school program
 - Attend or work with administration to have teacher representatives attend Apple and ISTE conferences and turn around sessions that enhance teaching practices
- Teacher observations
 - Create a plan for rotating through teachers classrooms who range in experience and expertise around technology practices
 - Coach teachers at their various levels to enhance the learning experience through technology
 - Give feedback and garner reflection from teachers using a best practice coaching model and follow through on goal setting and refining practice
 - Be prepared to present findings, challenges and successes to the administration on an ongoing basis
- Apple Distinguished Visits and representation
 - Lead the planning team to showcase teachers and students during yearly site visits from the Apple team with educators from across the country.
- Enhancing staff credentialing
 - Advocate and support 100% of the staff in becoming Apple Teachers (a requirement in induction at STS).
 - Advocate and support staff in becoming Apple Distinguished Educators and Google Certified Educators
- Student Digital Citizenship
 - Work with the Middle and High School teams to infuse lessons into advisory curriculum from Common Sense Media
- ISTE

- Lead professional development sessions on the [ISTE](#) Standards for Students for all staff. Topics should cover assessing the full standard with fidelity and incorporating the ISTE proficiency scales appropriately.
- Work with staff to incorporate lessons that assess at least 3 ISTE standards per quarter.
- Family Communication
 - Work with teachers and administrators during report card deadlines to troubleshoot and correct errors for family facing documents
 - Plan and communicate regularly scheduled office hours to meet with family members in need of tech support relating to their students' academic success
 - Present during Title I. family training nights to support families
 - Maintain tutorials for training purposes
 - Contribute to weekly/ monthly family-facing documents with tips and tricks to support their students
- iPad support
 - Support the tech department in maintaining a system for students without charged ipads on a daily basis including issuing consequences and contacting families
 - Support teachers in working with students who may be unprepared with a device for their daily learning
- SORA/Overdrive
 - Support the tech department and administration by overseeing the digital library
 - Create and maintain a vetting system for adding books
- Digital curriculum management
 - Work with the administration on proposals for budgeting and purchasing digital curriculum
 - Reach out for quotes and complete purchase orders
 - Maintain subscriptions and renewals for programming
 - Work with the help departments for troubleshooting and support
- SAMR and Triple E Framework
 - Lead professional development and implement coaching around the SAMR Model.
- Collaborate with the IT staff as needed.
 - Assist teachers with the inventory of their school issued classroom technology.

Be available for

Qualifications preferred:

- Bachelor's degree required. Master's degree preferred
- 3 to 5 years experience teaching in the classroom
- 3 to 5 years experience with instructional coaching and educational technology implementation & management is preferred
- Expertise using Apple technology including Apple laptops, iPads, Apple Classroom and Apple TV's
- Experience working with diverse learners
- Exceptional project management and execution skills
- Ability to work independently and within a team environment
- Effective verbal and written communication skills

- Knowledge of best practices in pedagogy around technology education
- Apple Distinguished Educator or Apple Learning Coach (preferred)
- Google Certified Teacher (preferred)
- Ability to manage and coach adult learners

Benefits:

- Access to consistent coaching in instruction and technology integration
- Access to best-in-class technology resources and a physical framework designed with innovative learning in mind
- Excellent health benefits (for both you and your family), retirement benefits, and more!

Reporting Manager: Head of Schools, Chief Academic Officers

Compensation: commensurate with experience

Timeframe

Daily work hours are:

- ❖ Staff must be on site by 7:30 am - 3:45 pm
- ❖ Follow the 2024-2025 PPACS School Calendar for teachers plus 5 days in June at the end of the school year and 5 days in August before Professional Development starts

Please visit our website at www.stringtheoryschools.org/join-our-team to learn about the application process.