

TRUSSVILLE CITY SCHOOLS
Job Description

POSITION TITLE: Technology Integration Specialist

QUALIFICATIONS: Alabama State teaching certificate, NCLB criteria for Highly Qualified Teacher

REPORTS TO: Technology Supervisor and High School Principal

JOB GOAL: To create and provide engaging and challenging work for students to maximize each student's ability in accordance with local and state courses of study.

EVALUATION: Trussville City Board of Education Plan

PERFORMANCE RESPONSIBILITIES:

1. Collaborate with teachers to support their use of technology in delivery of curricula through a variety of instructional methods. In partnership, the Technology Integration Specialist and the teacher will work toward integrating the use of hardware, software and Internet resources in support of student learning.
2. Create learning resources for teachers, staff and students. These may include Web sites, tutorials, interactive programs and databases that support teachers in integrating technology.
3. Structure the technology education and technology professional development for teachers and students.
4. Demonstrate respect for students and their potential.
5. Demonstrate ability to work with children, parents, and colleagues.
6. Model collaborative working style with all constituency groups.
7. Implement key learning theories and methods of instruction and their relation to technology integration.
8. Demonstrate familiarity with methods for integrating technology into the curriculum and maintain skills in computer software, including word processing, database, spreadsheet, Web Page development, presentation, digital video and audio editing, and image processing.
9. Monitor and cross-train (LTT) Lead Technology Teachers and others in the STEM Curriculum, digital literacy and computer science.

10. Assist technology supervisor in seeking technology related grants and revenues.
11. Integrate instructional activities to reflect a variety of instructional techniques, promoting positive interaction among students, and providing for appropriate practice of activities and skills focusing upon the desired learning outcomes.
12. Model digital citizenship for teachers, parents and students that result in the belief that all individuals are deserving of respectful and dignified treatment in the digital domain.
13. Fulfill professional responsibilities beyond those exhibited in the classroom to include library standards and participation in school co-curricular programs, school and district program improvement efforts, participation in community and parent groups, and abides by and promotes high ethical standards.
14. Participate in professional growth activities leading toward enhancing professional qualifications.
15. Model appropriate personal demeanor and work habits that are consistent with personal development goals established for students.
16. Perform other such duties as required and/or assigned by the principal.

Board Approved: May 17, 2005
Amended: June 11, 2018