



Job Title: Learning Specialist for Digital Integration

Supervisor: Director of Professional Development and Standards

Terms of Employment: 220 days

Job Summary:

The Learning Specialist for Digital Integration is responsible for facilitating the integration of technology into the instructional program by supporting teachers, library media specialists, instructional coaches, and administrative staff. This position is essential in establishing a digital age learning culture by supporting, training, coaching, and mentoring staff. The Learning Specialist for Digital Integration will be involved in program planning and implementation of all district initiatives that pertain to technology integration in the areas of science and social studies.

Essential Duties:

1. Support middle and high school teachers and school administrators, in the effective integration of technology in the classroom
2. Assist in the design, development, and analysis of technology-based curriculum tools, specifically centered on mobile devices
3. Participate in the design, coordination, and provision of professional development to support digital-age learning environments to include personalized learning
4. Assist in the development and implementation of technology integration models by working with specialists, instructional coaches, classroom teachers, library media specialists, and instructional partners to establish exceptional instructional applications of technology
5. Design, create and publish online content including learning modules, tools, and courses for staff
6. Provide one-on-one and group instruction to end users, face-to-face and remotely
7. Create, implement, and support curriculum that utilizes mobile apps and mobile-friendly websites
8. Promote effective collaboration and communication among staff, students, parents, and the community using digital tools
9. Plan, design and model effective digital-age learning environments
10. Provide and model uses of technology to differentiate learning
11. Maintain professional interest in all areas of educational technology
12. Serve as source of information on trends, research, applications, and effective practices related to personalized learning and technology use in the classroom
13. Be visible and available at assigned schools for just-in-time tutorials and training for both staff and students
14. Promote efficiency in hardware/software selection, with specific focus on mobile devices and apps.



15. Protect the district's investment in technology by efficiently utilizing current resources and ensuring value of future opportunities
16. Abide by and promote the district's Acceptable Use Policy, copyright laws, and technology Guidelines

Other Duties:

Carry out other tasks and responsibilities as assigned

Job Specifications:

Performance of this position will be evaluated in accordance with provisions of the Board's policy on the evaluation of Professional Personnel

Minimum Qualifications (Knowledge, Skills and Abilities Required):

- Valid South Carolina teaching certificate
- Master's degree from an accredited university (preferred)
- At least five years' experience as a certified teacher with experience in the area of instructional technology
- Three or more years' experience in educational technology preferred
- Knowledge of curriculum and instruction. (Personalized Learning Models, District Curriculum and National Standards.)
- Demonstrated success coaching and supporting teachers and school leaders in instructional technology
- Knowledge of effective design and presentation strategies for professional development
- Experience using technology to improve teaching and learning
- Excellent communication and interpersonal skills
- Excellent knowledge of computer applications (multi-platform preferred)
- Strong knowledge of new blended learning models
- Ability to stay current with trends in technology as they apply to K-12 education.
- A strong knowledge of, and desire to keep up with, the latest developments in technology in K-12 education.
- Ability to build and maintain relationships with teachers and administrators
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

Physical Requirements:



The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to stand and reach with hands and arms; walk; sit; stoop or kneel; crouch or crawl.

Additional physical requirements include the following:

- Physically capable of frequently lifting or moving up to 40 pounds;
- Specific vision requirements include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to focus;
- Ability to sit and stand for extended periods of time;
- Ability to climb ladders
- Manual dexterity for the purpose of using a telephone and data entry;
- Read a computer screen and printed material with or without vision aids;
- Hear and understand speech at normal levels and on the telephone; and
- Speak in audible tones so that others may understand clearly in person and on the telephone.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Pay Grade: 33

Please click [here](#) for Teaching salary scales.

This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other related duties as assigned by the appropriate administrator or supervisor. Horry County Schools reserves the right to update, revise or change this job description and related duties at any time without prior notice.