



Fremont Union High School District

Position: District Innovation Lead

Department/Site:	FUHSD	Reports to/ Evaluated by: Chief Technology Officer
Compensation:	.8 FTE release for 1 person, or .4 FTE release between 2 people, based on staff member's current placement on salary schedule	

Summary of Basic Functions & Responsibilities

Working with the Chief Technology Officer, the District Innovation Lead helps build *essential* Schoology capacity for all teachers by offering differentiated whole staff professional development (PD) to meet staff where they are. The Innovation Lead also offers self-directed learning opportunities (i.e. videos/documents with step by step instructions). The position will provide more learning around *advanced* Schoology usage by extending more opt-in learning opportunities (i.e. 1-on-1 consultations & prep period PDs) and by working closely with PLCs to provide learning that is relevant to their specific needs. The District Innovation Lead will model how to apply district teaching practices in Schoology such as equitable grading and high leverage feedback. The Lead will facilitate site-based teams to grow expertise and experience amongst teachers and administrators by meeting regularly with the admin and teacher PD team, conducting as-needed training and support, and communicating with the District team about successes and challenges.

Essential Duties & Responsibilities

- Build and implement district vision for using Schoology to support site and district goals
- Work directly with site-based Schoology teams to provide expertise, support and content development
- Create content and facilitate PD in collaboration with site teams several times per year
 - E.g. **Aug:** Back to School Days || **Nov/Dec:** T1-T2 Transition || **March/April:** Extension Learning
- Facilitate sharing best practices and new information across the district
- Onboard new staff (including long term subs, student teachers, etc.) with Schoology & coordinate with mentors/site-based IC for continued support
- Help translate district programs into practice in Schoology

District Innovation Lead Job Description

Approved by FUHSD School Board on 03-24-2026

Qualifications

- Strong knowledge of Schoology as both a user and administrator
- Self-directed and able to work in a collaborative team that relies on timely communication and deliverables
- General proficiency with Schoology, Infinite Campus, Outlook, Zoom, Google, and Artificial Intelligence tools.

Education, Licenses & Certificates:

- Current FUHSD Staff Member

Working Conditions:

- Ability to adapt and be flexible to the ongoing activities of a school campus that includes interactions with site and district office staff

Physical Abilities:

- Must be able to function indoors in a school environment that alternates between standing, sitting, and walking