Tenafly PUBLIC SCHOOLS

SUPERVISOR OF EDUCATIONAL TECHNOLOGY AND INNOVATION

Qualifications:

- Valid New Jersey Supervisor Credential or other appropriate administrative certification.
- Minimum of five years of successful experience in public education, with demonstrated leadership experience.
- Demonstrated knowledge of educational technology, artificial intelligence, innovation, and their application to teaching, learning, and district operations.
- Knowledge of current technology trends, data privacy, cybersecurity, and applicable laws and regulations.
- Demonstrated ability to lead district-wide technology initiatives and provide professional learning and support to staff.
- Knowledge of current trends, emerging technologies, and best practices in educational technology and innovation.
- Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
- Meets such alternatives to the above qualifications as the Board may find appropriate and acceptable

Primary Function:

To provide district-level leadership for the effective use of technology to support teaching, learning, assessment, and district operations. Leads the development and implementation of educational technology initiatives, establishes district-wide expectations and practices, supports staff and administrators, and evaluates emerging technologies in alignment with District goals and priorities.

Direct Report:

Assistant Superintendent of Schools

Specific Duties and Responsibilities:

- Leads the planning, implementation, and evaluation of districtwide technology initiatives aligned with District goals and instructional priorities.
- Develops and implements the District's technology philosophy, guidelines, procedures, and expectations for the effective and responsible use of technology.
- Supports administrators and staff in the integration of technology into teaching, learning, and school operations.
- Coordinates professional learning and training related to educational technology, emerging technologies, and technology use.
- Evaluates technology resources and initiatives and recommends adjustments based on data, feedback, and identified needs.
- Supports the development and implementation of policies and procedures related to technology use, digital citizenship, data privacy, and cybersecurity.
- Participates in technology planning, budgeting, and purchasing to ensure resources are aligned with District priorities and needs.
- Coordinates communication and resources related to District technology initiatives for staff, students, and families.

- Provides leadership and oversight of the District's website, social media platforms, and digital communications, ensuring consistency with District priorities and communication standards
- Serves as a liaison among District staff, Technology personnel, and external technology providers.
- Maintains current knowledge of developments and best practices in educational technology and innovation and communicates relevant information to District leadership.
- Performs other duties as assigned by the Superintendent or designee.

Terms of Employment:
12 months as per TASA contract

Evaluation:
To be evaluated by the Assistant Superintendent of Schools in accordance with NJ State Regulations.

Board Approved:
10/12/2026 - Resolution #P-10