



| |
|--|
| JOB DESCRIPTION HEARD COUN¹TY SCHOOLS: <u>Instructional Technology Coach</u> |
|--|

The Instructional Technology Coach is a certified teacher who works with staff to integrate technology into the curriculum in a way that develops skills, increases understanding, and explores applications which enable students and staff to utilize technology. The Instructional Technology Coach's schedule will be flexible to enable him/her the ability to work with staff during the school day, afternoons, evenings, and/or weekends.

REPORTS TO: Superintendent

QUALIFICATIONS:

- Valid Georgia Teaching Certificate
- At least three years experience as a certified teacher
- Demonstrate an aptitude for integrating technology in the classroom
- Working knowledge of applications software and computer technology in a networked environment
- Knowledge of effective teaching practices and curriculum development

JOB OBJECTIVES:

- Model integrated uses of technology in the instructional process.
- Plan with teachers to integrate technology authentically and appropriately in the classroom.
- Provide support and training for technology tools and resources
- Work with the staff to define their specific technology training needs.
- Work individually with teachers to develop standards-based lessons that utilize instructional technology
- Be an available resource to teachers that seek to utilize technology to increase student engagement.
- Develop a tiered recognition system for teachers based on their levels of mastery.
- Meet regularly with technology leadership team and curriculum teams to discuss ideas and develop technology courses and projects system-wide.
- Communicate the district technology plan at the site level.
- Engage in continuous learning to deepen professional knowledge and skills.
- Adhere to the Code of Ethics for Educators in Georgia.
- Maintain a professional appearance and demeanor.
- Maintain the confidentiality of information and records for students and staff.
- All other duties as assigned.

¹Approved July 24, 2018