

HOOD RIVER COUNTY SCHOOL DISTRICT CERTIFIED JOB DESCRIPTION

Job Classification: Teacher on Special Assignment

Job Title: Instructional Technology Coach, Teacher on Special Assignment

Job Purpose Statement: The Technology Coach works under the direction of the Director of Curriculum and Instruction and works in coordination with building principals to establish an articulated and aligned Instructional Technology plan that assures program quality and consistency throughout the district. The position entails providing school based support to K-12 teachers on the use of embedding instructional technology into regular class instruction, conducting demonstration lessons and co-teaching to ensure that all teachers are using instructional materials as designed with best practice instructional strategies; providing onsite staff development; organizing other professional development opportunities based on teacher need, assisting teachers in building an interactive classroom environment focused on the content and learning strategies; conducting classroom visits and providing “next-step” support for all teachers.

Essential Job Functions:

- **Meet** regularly with principals and building technology leaders to articulate District Technology vision and goals.
- **Support** principals, building technology leaders and professional learning communities to ensure that HRCSD has a comprehensive professional development plan that meets the needs of the individual, group, and whole staff.
- **Assists** teachers in using technology effectively for assessing student learning, differentiating instruction, and providing rigorous, relevant and engaging learning experiences for all students.
- **Collaborates** with instructional staff in regards to effective use of technology tools and resources to systematically collect and analyze pertinent data, interpret results and communicate findings to improve instructional practice and maximize student learning.
- **Coaches** teachers in and models the use of online and blended learning, digital content and collaborative learning networks to support and extend student learning as well as expand opportunities for online professional development for teachers and administrators.
- **Introduces** teachers to new technology integration methods, materials and instructional strategies that have proven to increase student achievement.
- **Participates** in the school improvement process through goal setting and implementation as well as data analysis for instructional improvement.
- **Works** collaboratively and communicates effectively with district-level instructional supervisors to evaluate, select and implement technology enhanced learning experiences addressing content standards and student technology standards.
- **Identifies** technology integration competencies among instructional staff, in collaboration with school administrators, and delivers appropriate coaching, training, and resources to support the professional growth of individuals.
- **Evaluate** results of professional learning programs to determine the effectiveness on deepening teacher content knowledge, improving teacher pedagogical skills and/or increasing student learning.

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- **Model** and promote digital citizenship by facilitating safe, healthy, legal and ethical use of digital information and technologies.
- **Engages** in continual learning to deepen content and pedagogical knowledge in technology integration and current and emerging technologies necessary.
- **Support** the adoption and implementation of K-12 curriculums, which is aligned with Oregon State Standards and are articulated across grade levels.
- **Evaluates** and reflects on professional practice and dispositions to improve and strengthen ability to effectively model and facilitate technology-enhanced learning experiences.
- **Supports** the collaboration and communication among school and district staff through the management of electronic interaction venues, e.g. websites and video-conferencing.
- **Coordinates** with school and technical support staff for timely reporting of equipment needing repair or other support issues, as well as ensuring the smooth and successful deployment of new technologies to include troubleshooting basic software, hardware and connectivity problems common to digital learning environments.
- **Works** collaboratively with Elementary Media Assistants to articulate technology lessons for elementary students.

Other Job Functions:

- **Performs** other work as assigned by the Director of Curriculum and Instruction.
- **Maintains** consistent and predictable attendance to meet the requirements of the position.

Experience Required: Four years of successful teaching experience. Working knowledge of research related to use of technology to enhance instruction.

Skills, Knowledge and/or Abilities Required: Effective and demonstrated skills in: collection, analysis and use of data for decision-making; active engagement and sheltered instruction; leadership; working collaboratively with various groups within the school and in the community; gaining consensus in groups and among various audiences; providing curriculum and instructional strategy consultation; presenting to small and large groups for staff development; planning and facilitating meetings

Education Required: BA/BS or higher degree

Licenses, Certifications, Bonding, and/or Testing Required: Oregon Teaching License. Valid driver's license and dependable transportation to drive to various sites within the district. Pass criminal background check and district pre-employment drug screen. Complete annual employee mandatory trainings.

