

SHELBY COUNTY SCHOOLS

JOB TITLE: TECHNOLOGY RESOURCE TEACHER

QUALIFICATIONS:

1. Valid Alabama teacher's certificate.
2. Three years exemplary experience as a teacher.
3. Knowledge and mastery of a wide range of instructional strategies.
4. Ability to use Macintosh and Windows computers and common audiovisual equipment effectively.
5. Ability to conduct training for faculty and students in the utilization of technologies in the instructional setting.
6. Extensive knowledge of contemporary computer technologies for integration into the instructional curriculum.
7. Ability to perform basic network and computer maintenance.
8. Ability to assist in the development of curriculum guides.
9. Ability to utilize common office productivity, multimedia, communications and instructional software.

REPORTS TO: Assistant Superintendent of Instruction
Technology Coordinator

JOB GOAL: Provide leadership, training, and technical assistance to support the use of technology for instruction, communication, and management.

PERFORMANCE RESPONSIBILITIES:

1. Provide a leadership role in the development of plans and funding proposals for the use and development of technology.
2. Assist with the operation and use of all computer and video facilities and related equipment, including networks, in the local schools.
3. Assist in the operation of the Technology Training Center.
4. Coordinate and provide technology training at the system and local school level.
5. Assist in the coordination of maintenance and service of hardware and software.
6. Monitor and supervise Local Area Networks and Internet access.
7. Research, demonstrate, recommend, and coordinate purchase and installation of new software.
8. Facilitate the planning and development of local school technology plans.
9. Work with the system technology committee to develop and implement an Integrated Technology Curriculum.

10. Support teachers and administrative staff in the use of technology.
11. Disseminate information to the local schools about training, equipment, software, curricular materials, instructional materials, and other technological resources.
12. Carry out responsibilities in a manner to promote good public relations.
13. Maintain confidentiality of all school system related information.
14. Maintain a proper and professional relationship with students and other employees.
15. Be familiar with and follow Board of Education policies.
16. Assume and perform other tasks and assume such other responsibility the Technology Coordinator, Assistant Superintendent of Instruction, or Superintendent may assign.

TERMS OF EMPLOYMENT: Twelve-month contract (240-day). Salary according to appropriate current schedule.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board's policy.

SALARY: \$49,208.64 - \$83,645.95 Annual

INTERESTED PERSONS SHOULD CONTACT: Complete the TEACH IN ALABAMA certified application online at www.alsde.edu.