Title:	Director of Instructional Technology
Reports to:	Assistant Superintendent
Terms of Employment:	12 Months
Salary:	NC State Salary Schedule

GENERAL STATEMENT OF JOB:

Under the supervision of the Assistant Superintendents for Curriculum and Instruction, employee will support the district, contributing to the development, coordination, implementation, and on-going evaluation of technology initiatives within Scotland County Schools. Employee provides training and support to the staff on technology integration, the North Carolina Computer/Technology Skills Curriculum, the North Carolina Technology Competencies for Educators, and administrative applications. Employee supports the Superintendent, Assistant Superintendents, Directors, Principals, Instructional and Digital Facilitators, and teachers in all technology instructional initiatives. Employee assists the Curriculum and Instruction and Organizational Development divisions with staff development programming.

SPECIFIC DUTIES AND RESPONSIBILITIES ESSENTIAL JOB FUNCTIONS:

- Collaborates with Assistant Superintendent for Curriculum and Instruction, and Directors to provide instructional technology services for the schools and other instructional staff.
- Models the integration of technology in all curriculum areas.
- Facilitates school participation in technology programs and activities.
- Conducts staff development in the areas of technology integration, the North Carolina Computer/Technology Skills Curriculum and the North Carolina Technology Competencies for Educators.
- Collaborates with the school library media coordinators to provide leadership in the school's use of instructional technology resources to enhance learning.
- Follows a plan for professional development and actively seeks out opportunities to grow professionally.
- Implements best practices related to technology use in the school program based on research, pilot programs, and state/national standards.
- Assists with planning the design of the technology infrastructure so that information resources are continually available to the school community.
- Provides leadership and collaborates with the Media and Technology Advisory Committee to develop, implement, and update a school instructional technology plan aligned with the system level technology plan.
- Collaborates with teachers, media and technology staff, and students to evaluate and select resources addressing curricular needs and learning goals. Leads in the ongoing evaluation of the effectiveness of the instructional technology program.
- Organizes and delivers staff development opportunities that support the use of technology in education.
- Evaluates the effectiveness of programs and make recommendations for improvements.
- Develops long term goals and objectives.
- Evaluates the performance of hardware and software and make recommendations for improvement.

KNOWLEDGE, SKILLS AND ABILITIES:

- Considerable knowledge of federal, state, and local policies and procedures regarding instructional technology.
- Considerable knowledge of the current literature, trends and developments in the field of instructional technology.
- Considerable knowledge the North Carolina student computer competency requirements.
- Considerable knowledge of the appropriate uses of technology for instruction in various subject areas.
- Considerable knowledge of computer technology, multiple hardware platforms, network architecture and cabling techniques.

- Considerable knowledge of multimedia, telecommunications, and popular software packages used for word processing, spreadsheet and database applications.

MINIMUM TRAINING AND EXPERIENCE:
- Bachelor's degree in Education, NC Teacher Licensure with an endorsement in Computer Education preferred, and 3-5 years of experience as a teacher with program coordination and supervisory experience preferred; or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.