

## **POSITION AVAILABLE**

### **Director of Technology**

#### **Position Description**

Provide leadership and direction in the development, implementation and coordination of the district's instructional technology, instructional software and staff development. Also, to provide leadership for selection, implementation, maintenance and replacement of the district's information networks, software and instructional technologies.

#### **Qualifications**

##### **Education Requirements:**

- MA or MS required with an emphasis in one or more of the following areas: Curriculum Instructional Design and/or Instructional Technology
- BS in computer science, math, technology education or business education desired
- Certification in one of the following areas or equivalent: CNA, CNE, Microsoft Certification, A+, C++, etc. required
- Ability to manage Microsoft network.

##### **Experience, Knowledge & Skills:**

- Experienced in desktop support and supporting multiple network protocols
- Two (2) years successful experience as Technology Director or Coordinator preferred
- Two (2) years successful classroom teaching experience preferred
- Proven experience in instructional technology and software training
- Ability to communicate effectively and relate positively with students, parents, administration and community members
- Knowledge of current theory, research methods, and best practices in K-12 education
- Knowledge of research based instructional technology and software
- Planning and organizational skills
- Knowledgeable and/or skilled in the use of multimedia and graphic arts software programs, Microsoft Office Professional suite, Integrated Learning Systems, assessment programs and other educational software programs

**Starting Date:** As soon as possible

**Deadline:** (Date)

**Salary and Benefits:** 52 week contract

##### **Send Letter of Application, Resume & Credentials to:**

- (Superintendent's Name), Superintendent  
(School District)  
(Street Address)  
(City, State, Zip Code)