



Colchester Public Schools

Library Media Specialist

Job Description

Overview:

Through their professional practice, programs, and spaces, library media specialists (LMS) lead, teach, and support the school and district mission of creating innovative thinkers for a dynamic world. LMSs utilize practices, programs, and spaces to support students develop the dispositions of the innovative learner.

Essential Duties and Responsibilities:

Curriculum, Instruction, and Assessment

- Design and facilitate inquiry-based learning experiences as well as assessments that incorporate multiple literacies and foster innovative thinking
- Plan and develop Pre-K-12 library technology integration programs that serve the learners and staff within the district/school
- Partner with staff to design, model, and implement evidence-based curricula and assessments that integrate elements of deeper learning, critical thinking, creativity, innovation
- Partner with staff to integrate evidence-based curriculum and the arts, information literacy, digital citizenship, and the active use of technology
- Provide dynamic and equitable programming designed to engage students in personalized learning experiences and innovation

Instructional Technology, Digital Resources, and Library Management

- In accordance with district policy and regulation, select, evaluate, purchase, and maintain a diverse collection of resources appropriate to the curriculum, the learners, and the teaching styles and instructional strategies used within the school community
- Inform the development of policy and collaboratively design and manage library procedures and regulations
- Support in the management and evaluation of library media specialist paraprofessionals
- Support in the selection, integration, organization, and sharing of digital resources and tools to support personalized teaching and learning and develop the digital curation skills of others
- Support in the promotion of student data privacy through instruction and role as an educational leader

Collaborative Leadership

- Lead professional learning to cultivate broader understanding of the skills that comprise success in a digital age
- Participate in curriculum development and implementation through membership on instructional, curriculum, textbook, technology, professional development, and new program adoption committees

Community Connections

- Leverage an understanding of school and community needs to identify and invest in digital resources to support student learning
- Cultivate partnerships within the school and local community to promote engagement and a lifelong learning process
- Provide and advocate for equitable access to connectivity, digital devices, information, resources, programming, and services in support of innovation
- Build and maintain a vibrant web presence, which provides access to a wide variety of digital resources that have been carefully created or selected, and vetted according to the district and school collection-development policies

Knowledge, Skills & Abilities

- Provide flexible, safe, and inviting learning spaces that promote inquiry, creativity, collaboration and community involvement.
- Provide an environment in which collaboration, innovation, and creative problem solving thrive

Position Qualifications:

- Teaching certification required
- Demonstrate technical skills & aptitude of varied computer software and hardware
- Effective oral & written communication skills
- Service oriented

Other Requirements:

Background checks (Criminal & DCF)

Member of the Digital Conversion Team and the building-based technology team

Terms of Employment:

Teacher Contract

Evaluated by:

Director of Teaching and Learning or his or her designee