

ST. VRAIN VALLEY SCHOOLS
academic excellence by design
JOB DESCRIPTION

Job Title: Learning Technology Coach
 Job Family: Assessment, Curriculum, and Instruction
 Pay Program: Certified
 Prepared/Revised Date: February 2015

Work Calendar: **183**

SUMMARY: It is the Learning Technology Coach's task to provide site-based support for high quality teaching and learning through the effective utilization of learning technology. The purpose of the Learning Technology Coach is to increase a school's capacity to incorporate learning technology and 21st century skills to enhance student performance through systemic professional development support. Learning Technology Coaches will provide support to classroom teachers, teacher librarians, school administrators, school leadership teams and other educational staff. In this role, Learning Technology Coaches are agents of change and actively engaged in professional capacity building through systems thinking, curriculum planning, lesson design and instruction.

Job Task Descriptions	Frequency	% of Time
1. Collaborate with school-level instructional staff for instructional planning, observation and feedback, co-teaching, and modeling strategies for effectively integrating technology into teaching and learning.	D	50
2. Work with school administrators and teachers to leverage horizontal, vertical, and other networks to accelerate the effective use of learning technology throughout the school.	W	10
3. Identify learning technology competencies among instructional staff in collaboration with school administrators.	W	5
4. Collaborate with teachers and school administrators to formulate evidence-based questions related to student learning, and to facilitate inquiry-based conversations and professional learning opportunities that propel instructional improvement.	W	10
5. Collaborate with school administrators and school leadership teams to foster the effective development and implementation of their Learning Technology Plan and the Essential Components of Learning Technology.	M	5
6. Collaborate with Learning Services and District Technology Services staff to support effective implementation of the school Learning Technology Plan and the Essential Components of Learning Technology.	M	5
8. Evaluate, research, and communicate relevant technology integration techniques and act as a resource broker among staff.	W	5
9. Maintain a current knowledge of effective instructional and coaching pedagogies.	D	5
10. Perform other duties as assigned. Please allocate a <u>minimum</u> of 1%, up to a <u>maximum</u> of 5% for this task.	Ongoing	5
TOTAL (PLEASE VERIFY THAT THE PERCENTAGES TOTAL TO 100%).		100%

EDUCATION AND RELATED WORK EXPERIENCE:

- Bachelor's Degree with Colorado Professional Teacher's License
- Minimum of three years of verifiable elementary, middle, or high school teaching experience.

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Criminal background check required for hire.
- Valid Colorado driver's license.

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Evidence of success with improving student performance.
- Demonstrated teaching and leadership skills, strong written and oral communication skills.
- Extensive knowledge of teaching techniques, curriculum and staff development.
- Advanced knowledge and experience with Next Generation Learning strategies (problem-based learning, competency based learning, blended learning, etc), 21st Century skills, Digital Citizenship, and Colorado Academic Standards.
- Advanced knowledge and experience with learning technology included but not limited to: iPads, iOS Apps, Chromebooks, Google Apps, learning management systems, workflow and productivity applications, social media and multimedia production applications.
- An understanding of key learning theories and methods of instruction and their relation to technology integration.
- Have a strong understanding of standards-based instructional design.

- Ideal candidates should work well with others as a positive contributing member of a team, be skilled in group facilitation and be able to appropriately use adult learning pedagogies in large group, small group and one-on-one settings.
- Have clear goals and strategies for integrating technology into instruction.

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with personal computers and peripherals.
- Familiarity with methods and tools for integrating learning technology into the classroom such as iPads, Chromebooks, Google Docs, social media, online resources, digital citizenship and other technology enhanced formative assessment.
- Experience with effective technology teaching strategies in teaching software and hardware skills.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE
Reports to:	Executive Director of Professional Development and Assessment

	POSITION TITLE	# of EMPLOYEES
Direct reports:		

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand		X		
Walk			X	
Sit		X		
Use hands to finger, handle or feel				X
Reach with hands and arms			X	
Climb or balance		X		
Stoop, kneel, crouch, or crawl			X	
Talk				X
Hear				X
Taste	X			
Smell	X			

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds			X	
Up to 25 pounds		X		
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze				X
Communicate				X
Copy			X	
Coordinate				X
Instruct				X
Compute				X
Synthesize				X

Evaluate				X
Interpersonal Skills				X
Compile			X	
Negotiate			X	

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)		X		
Work near moving mechanical parts		X		
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions	X			
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock		X		
Work with explosives	X			
Risk of radiation	X			
Vibration	X			

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	
Peripheral vision	
Depth perception	
Ability to adjust focus	

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	X
Loud	
Very Loud	