

CAROLINE COUNTY PUBLIC SCHOOLS
POSITION DESCRIPTION
Job Description: Innovation Specialist - Elementary

JOB TITLE: Innovation Specialist - Elementary	LOCATION: Bowling Green Elementary
IMMEDIATE SUPERVISOR: Supervisor of Technology & Innovation	WORK SCHEDULE: 210 Days PAY GRADE: Teacher
SPECIAL REQUIREMENTS: None	FLSA STATUS: Exempt
EDUCATION/EXPERIENCE: As set by state certification authorities and by the Caroline County School Board. <i>Five years of classroom teaching experience and a Master's Degree is preferred.</i>	

JOB GOAL:

The Innovation Specialist is responsible for working collaboratively with the administration and staff in an assigned school(s) to support the professional growth of all teachers and the implementation of innovative instructional practices. Emphasis is placed on creating a support structure that assists classroom teachers in leveraging technology to create a personalized learning environment for all students. The position will serve as the instructional technology leader and STEM coach for teachers across all content areas. The innovation specialist functions within the Department of Instruction as a district-wide professional developer and instructional coach who plans and conducts professional learning based upon teacher, student, and district needs.

PERFORMANCE RESPONSIBILITIES:

- Supports and contributes to the planning, development, implementation, and evaluation of the CCPS Strategic Plan.
- Participates in the Virginia Continuous School Improvement Process through goal setting and implementation as well as data analysis for instructional improvement.
- Plan, manage, and oversee site-based implementation of the innovation lab.
- Implements formalized coaching cycles that support teachers in their ability to design, deliver, and assess deeper learning experiences that:
- Support the integration of the Virginia Computer Science and Technology Standards for grades K-5
- Assist in developing curriculum and providing resources that utilize STEM as a structure for instructional delivery
- Empower student voice and choice in the learning process
- Foster relationships in and across local, state, national, and global communities
- Provides instructional supports to promote student achievement including classroom visits, co-planning for instruction, modeling, co-teaching, consulting, reflection, and supportive and specific feedback to teachers.
- Observes and conferences with teachers to facilitate the school-wide development of deeper learning aligned with the Caroline's K-12 Profile of a Graduate.
- Models and promotes digital citizenship by facilitating safe, healthy, legal and ethical use of digital information and technologies.

- Works collaboratively and communicates effectively to evaluate, select and implement technology-enhanced learning experiences addressing content standards and student technology standards.
- Works collaboratively to design, implement, monitor and evaluate initiatives and curriculum implementation.
- Plan, prepare, and deliver site-based professional learning activities that focus on the integration of technology, blended/online learning, and STEM as well as other innovative Instructional best practices to support the curriculum.
- Engages in continuous professional learning that result in enhanced knowledge of best practices in instructional technology, digital learning, and STEM.
- Performs other duties as assigned.

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.