

HINSDALE HIGH SCHOOL DISTRICT 86
INSTRUCTIONAL INNOVATION COACH
JOB DESCRIPTION

TITLE: Technology & Instructional Innovation Coach
Hinsdale Central 0.8 FTE

REPORTS TO: Principal, AP, or Designee

TERMS OF EMPLOYMENT: 10-Month Position with comprehensive benefits package.

DEFINITION: The Instructional Innovation Coach works cooperatively with the entire staff and the D86 Instructional Innovation Director. Provides leadership to all curriculum program activities, and supports departmental personnel and other staff as needed. Works cooperatively with departmental teachers, instructional innovation coaches, and administrators to recommend procedural changes and academic initiatives to the building principal or designee.

POSITION OBJECTIVE:

Oversee the development and implementation of curriculum and instruction with licensed staff as well as supervise and evaluate the delivery of instructional tools & current instructional research in compliance with Board Goals, district and building policies and procedures for the purpose of advancing student performance and classroom instructional integration.

MINIMUM QUALIFICATIONS:

1. Active Illinois Licensure through ISBE
2. Teaching and instructional technology experience (preferred) in appropriate related field

REQUIRED SKILLS:

1. Ability to work collaboratively within the school community
2. Management and problem solving skills
3. Ability to communicate and interact effectively with a variety of audiences.
4. Ability to interpret, analyze and use data
5. Ability to use applicable Web 2.0 technologies.
6. Knowledge of content and best practice

KEY FUNCTIONS:

- A. Meet regularly with Assistant Principal for Operations and/or D86 Instructional Innovation Director
- B. Facilitate training of departmental technology representatives
- C. Design, implement and maintain current edtech professional development opportunities and/or district professional development online resources for individual, department or school-wide applications
- D. Deliver professional development during in-services and Late Start Dates
- E. Advise, instruct and mentor teachers on the thoughtful incorporation and implementation of edtech into their curriculum and classrooms.

- F. Assist with technology integration implementation
- G. Develop technological competency in District 86 technologies
- H. Design Digital Citizenship curriculum for implementation throughout classroom instruction.
- I. Design freshman technology orientation lesson materials
- J. Deliver freshman technology orientation curriculum
- K. Conduct curriculum orientation activities for departmental faculty.
- L. Participate in articulation efforts with feeder schools.
- M. Process all inquiries to TechCentral/South@hinsdale86.org.
- N. Initiate or encourage initiation of technology tools into curriculum & instruction
- O. Facilitate administration with the planning, instruction and implementation of district edtech initiatives, pilots and new teacher training(s).
- P. Design training resources, tutorials and demos for the increasing applications of non-instructional applications of technology to teaching and the classroom
- Q. Pilot and evaluate proposed software, hardware and student/teacher edtech applications in a classroom setting for review by district technology team
- R. Attend and/or present at local, state and national conferences pertaining to edtech to maintain progress and relevance in the field for District 86.
- S. Stay up to date with emerging educational technology trends by exploring newly released software and staying active in online edtech communities.
- T. Any additional duties as assigned by supervisor.

The information contained in this job description is for compliance with the Americans With Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Hinsdale Township High School District 86 is an Equal Opportunity Employer. It is the policy and practice of District 86 to decide all matters relating to employment solely on the basis of the applicant's ability to perform the essential functions of the position. District 86 ensures equal employment opportunities regardless of race, creed, sex, color, national origin, religion, age, or handicap.

The District has procedures to actively recruit qualified minority teachers and non-certified employees. Any individual needing assistance in making application for opening should contact the Assistant Superintendent for Human Resources.