

Position Description

Position: Data Integration Specialist (DIS)

Reports to: Director of Instructional Systems

Salary: Based on State and Local Salary Schedules (12 months, certified)

Impact Statement

The **Data Integration Specialist (DIS)** strengthens digital learning across Durham Public Schools by ensuring that instructional technology tools are effectively implemented, data-driven, and aligned with the DPS Strategic Plan. Grounded in ISTE Standards, the DIS integrates technical expertise with instructional leadership to:

- Manage data integration and backend systems to streamline processes and reporting.
- Provide professional learning that builds educator capacity to leverage technology and DPS adopted digital platforms for student engagement, innovation, and achievement.
- Monitor and evaluate return on investment (ROI) for digital learning tools.
- Collaborate with district leaders, school staff, and external partners to ensure that digital tools foster innovative and future-ready learning environments.

Who We're Looking For

We are seeking a forward-thinking educator-technologist who is equally comfortable in a classroom and in a data dashboard. The ideal candidate:

- Thrives at the intersection of instruction and innovation, using technology to transform teaching and learning.
- Is a problem-solver who can write code, streamline processes, and design elegant solutions that make leaders' and educators' work easier and students' learning richer.
- Believes deeply in removing obstacles to access, ensuring that every student benefits from high-quality digital tools.
- Has the heart of a coach and the mind of an analyst — able to model, train, and inspire educators while also diving deep into ROI data and backend systems.
- Is a lifelong learner who embraces feedback, adapts quickly, and stays ahead of emerging technologies.

If you are energized by bridging data, systems, and instructional practice and want to make a district-wide impact on how students learn in the digital age, this role is for you.

Qualifications and Experience

Minimum Requirements

- Valid North Carolina Teaching License.
- At least five years of successful teaching or instructional coaching experience.

- Demonstrated knowledge of instructional technology integration, data systems, and culturally responsive pedagogy.
- Experience designing and delivering professional learning for educators.

Preferred Qualifications

- Advanced degree in Instructional Technology, Data Science, Curriculum & Instruction, or related field.
- Proficiency in coding/scripting languages for data integration (e.g., SQL, Python, API management).
- Experience with digital tool evaluation and ROI reporting.
- Strong knowledge of ISTE Standards for Educators, Coaches, and Education Leaders.
- NC Licensure: Special Endorsement in Computer Education (079)

Essential Duties & Responsibilities

1. Instructional Technology Monitoring & ROI *(Aligned to ISTE: Leader 1.3 Data-Driven Decision-Maker)*

- Collect and analyze usage and impact data for all district-approved instructional tools.
- Create ROI dashboards and reports that connect tool usage to student engagement and achievement.
- Provide principals and district leaders with actionable insights to guide adoption, renewal, or decommissioning decisions.

2. Data Systems & Integration *(Aligned to ISTE: Designer 1.4; Analyst 1.7)*

- Code and manage backend data processes for instructional platforms (e.g., LMS, SIS, digital tools).
- Develop integrated dashboards that give educators real-time access to meaningful data.
- Automate workflows to streamline enrollment, rostering, and monitoring processes.
- Ensure compliance with FERPA, data security protocols, and the safe handling of sensitive student and educator information while managing backend systems and data.

3. Professional Learning & Educator Support *(Aligned to ISTE: Coach 2.1, Educator 1.2 Learner, 1.5 Designer)*

- Design and deliver ongoing professional development on effective use of digital tools for teaching and learning.
- Coach educators on integrating digital learning into instruction to support personalized, innovative, and engaging learning experiences.
- Model reflective practice and build educator confidence in using technology.
- Develop digital learning guides, resources, and/or best practices for DPS.

4. Collaboration & Systems Innovation

- Partner with the Director of Instructional Systems to pilot, evaluate, and scale new digital learning tools.
- Collaborate with IT, Curriculum & Instruction, and Accountability teams to ensure systems coherence and efficiency.

- Advocate for equal access to technology and design practices.
(Aligned to ISTE: Education Leader 1.2; 1.4 Systems Designer)

Knowledge, Skills, and Abilities

- Ability to integrate ISTE Standards into instructional and technical support.
- Strong skills in data analysis, coding, and dashboard development.
- Deep knowledge of digital learning pedagogies and student-focused instructional practices.
- Strong communication and facilitation skills for engaging diverse stakeholders.
- Ability to manage multiple projects, meet deadlines, and maintain confidentiality.

Impact

By combining instructional coaching, technical expertise, and data-informed decision-making, the DIS ensures DPS maximizes the impact of its digital learning investments. This role advances the district's vision for **future-ready learners**, supports teacher effectiveness, and ensures technology is used with fidelity, purpose, and measurable impact.

Evaluation

Performance of this job will be evaluated in accordance with provisions of the Board's Policy on evaluation of personnel.

Disclaimer:

Applications will be reviewed on a rolling basis. Earlier applications are encouraged. Highly qualified candidates will be contacted for an interview. The statements of the job description are intended to describe the general nature and level of work performed by an employee in this category. The description does not contain an exhaustive list of all responsibilities, duties, skills and other requirements necessary for employees to perform in this position.