

Director of Operations

Outlined roles indicate new permanent positions

Tech Director: (adjust current)

oversees IT and ET (ed tech) segments to ensure that infrastructure is supporting educational innovation; collaborates with major academic and business departments on tech initiatives and large scale project planning; coordinates with contractors and vendors on technology projects and upgrades; manages school-wide technology budget and prioritization cycles; collaborates with community members and parent groups on fundraising

IT Team Manager: (Current Consultant)

onsite server level position; works with offsite network team; directs onsite tech support; collaborates with TD and ETIS on long term planning

Database Manager: (Current Consultant Position convert to Permanent)

onsite manager of Infinite Campus; works directly with Assistant Principals, Data Coordinator and SIS Coordinator; supports IC connection to key school databases; requires SQL server experience

Educational Technology Integration Specialist: (New Position)

works directly with teaching faculty to support technology use in the classroom; develops individual tech PD plans for faculty; teaches staff PD sessions

Tech 2: (preexisting)

mid-level desktop support for iOS, OS, Windows devices and Audio-Visual systems

Audio-Visual Systems Specialist: (Current Consultant position convert to Permanent)

onsite lead for all campus AV systems (Mercer, Gilbert, gyms, fields); flexible schedule to support VIP visits, VAPA productions, Back to School evening events

Technology Communications: (New Position)

supports PCHS grant application process; intake/response to parent calls; updates online publications; assists with scheduling of STEAM Shop /Auto Shop afterschool/weekend workshops/School Website Support/EMS

Tech 1: (preexisting)

intro-level desktop support for iOS, OS, Windows devices and Audio-Visual systems

Tech 1: (Current Consultant)

intro-level desktop support for iOS, OS, Windows devices and Audio-Visual systems