

GORHAM SCHOOL DEPARTMENT

TITLE: Technical & Instructional Media Specialist

QUALIFICATIONS:

1. College degree preferred with emphases in Adult Education, Technology or related experience
2. Such alternatives to the above qualifications as the School Committee may find acceptable.

REPORTS TO: Director of Technology & Information Services

JOB GOAL: To assist teachers in the integration of technology in the classroom and the development of 21st century learning skills.

RESPONSIBILITIES:

1. Collaborates with teachers to support their use of technology in the delivery of curricula through a variety of instructional methods.
2. Provides teachers the necessary support to modify their instruction and tap into the potential of technology to enhance teaching and learning.
3. Creates learning resources for teachers and students that support integrating technology. These may include Web sites, tutorials, interactive programs and databases.
4. Participates in the selection of appropriate technological resources to augment class content.
5. Assists teachers in using technology and software effectively.

WORK YEAR: Ten-month year. Salary and benefits to be established by the School Committee.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the School Committee's policy on evaluation.

NOTE: The above job description reflects the general requirements necessary to describe the principle functions or responsibilities of the job identified and shall not be interpreted as a detailed description of all work requirements that may be inherent in the job, either at present or in the future.

January 2012