

**OFFICE OF MARY C. BARLOW
KERN COUNTY SUPERINTENDENT OF SCHOOLS**

**TEACHER – TECHNOLOGY SPECIALIST
Alternative Education**

Certificated Job Description

IMMEDIATE SUPERVISOR:

Accountability Specialist

ESSENTIAL FUNCTIONS:

1. Provide direct support to instructional staff through campus visitations, observations, and professional development workshops.
2. Assist in the identification and implementation of appropriate hardware, software, applications, and other technology resources to meet the instructional needs of the program.
3. Collaborate with other teachers, paraprofessionals, site level administrators, and other appropriate instructional staff to evaluate and monitor the implementation and effectiveness of technology in daily instruction.
4. As requested, provide individual or small group support to instructional personnel designed to increase their expertise in using technology as an instructional tool.
5. Model high quality common core aligned lessons in which technology is effectively infused into the daily instruction, leading to student development of 21st century skills.
6. Perform other duties as assigned by supervisor.

MINIMUM QUALIFICATIONS:

A. Personal Qualifications:

1. Display a knowledge of and willingness to stay abreast of current trends, innovations, and practices in integrating technology into all content areas.
2. Demonstrate personal characteristics that are conducive to good communication and self-management.
3. Willingness to abide by the rules and regulations of the Kern County Superintendent of Schools in a professional, efficient manner.
4. Must possess a private vehicle, valid California driver's license and carry current automobile insurance with at least minimum coverage for public liability and property damage.
5. Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

B. Professional Qualifications:

1. Interest in and knowledge of best practices in the use of technology as an instructional tool, as evidenced by prior professional experience.
2. Ability to assist teachers in planning and delivering effective instruction, including the art of collaborative practices around the topics of data analysis and best practices for student learning.
3. Ability to express oneself effectively, both verbally and in writing.
4. Demonstrate the ability to be creative and to make decisions based on sound educational philosophy and interagency requirements.
5. Demonstrate a command of knowledge in his/her field of responsibility.
6. Express enthusiasm for, and commitment to his/her assigned tasks.
7. Exhibit the ability to establish appropriate working relationships with individuals and groups.
8. Must present verification of completion of Child Abuse Mandated Reporter Training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

TRAINING AND/OR CREDENTIALS

A. Education:

1. Must hold a valid California teaching credential consistent with assignment.
2. Bachelor's Degree in Educational Technology or a related field preferred.
3. CLAD certified (or equivalent).

B. Experience:

1. Successful experience integrating technology in a classroom setting with "at-risk" youth preferred.
2. Experience in providing teachers with the skills and knowledge for effective design, implementation and evaluation of instructional programs.
3. Experience in analyzing assessment data for the purpose of guiding instruction.