

## JOB DESCRIPTION

### DISTRICT TECHNOLOGY RESOURCE TEACHER

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**TITLE:** District Technology Resource Teacher

**REPORTS TO:** Coordinator of Instructional Technology

**SUPERVISES:**

**JOB FUNCTION:** Supports teachers in the integration of technology in their instruction and for student learning. Supports principals, teacher leaders and district staff in the integration of technology for teaching and learning.

#### **DUTIES AND RESPONSIBILITIES:**

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- Lead district-wide projects that support instructional technology in all schools
- Collaborate with district instructional staff to promote the use of technology in all subject areas across the district.
- Work with school and district personnel and committees to plan and implement long-term vision for technology in schools and the district.
- Advise and assist teachers in integrating technology in the curriculum.
- Evaluate and recommend instructional and administrative software, websites and other technological resources
- Conduct and/or coordinate technology professional development for district and school staff.
- Model effective teaching practices with technology.
- Provide individual, small group and large group assistance in using technology.

Support the use of technology in classrooms, computer labs, and across school and district networks.

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### TECHNOLOGY RESOURCE TEACHER

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- Collaborate with school personnel, district personnel and School Technology Coordinators to solve instructional and technical problems for schools.
- Serve as a member of or resource to school and district technology committees.
- Assist in the development and implementation of the district technology plan.
- Maintain required records.
- Maintains regular attendance
- Performs other duties as assigned.

#### PHYSICAL DEMANDS:

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- Work is performed while standing, sitting and/or walking
- Requires the ability to communicate effectively using speech, vision and hearing
- Requires the use of hands for simple grasping and fine manipulations
- Requires bending, squatting, crawling, climbing, reaching
- Requires the ability to lift, carry, push or pull light weights

#### EDUCATION AND EXPERIENCE:

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- Bachelor's Degree
- 3 years successful teaching experience,
- Course work in educational technology (Endorsement)
- Masters or Rank 1 in education technology or related field preferred)
- Basic technical abilities and knowledge about computers and related instructional technology.

*Original Date: 05/1995*

*Revision Date: 07/2012*

*Revision Date: 06/2015*

#### LICENSES AND OTHER REQUIREMENTS:

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- Kentucky Teaching Certificate.