**TITLE: Digital Learning Coach (certified) Job Class 0190**

**QUALIFICATIONS:**

* Current Kentucky teaching certification
* Demonstrated minimum of five years successful classroom experience
* In-depth knowledge and use of a variety of technologies (SMART technologies, student response systems, iPods, iPads, etc.) with evidence of previous training experience preferred
* Demonstrated success in using digital tools and resources
* Demonstrated successful experience of effective practices for teaching and learning
* Demonstrated success working with peers or other adults in leadership or training roles
* Understanding of adult learning styles and past history of teaching technology skills to adults
* Demonstrated organizational and management abilities
* Working knowledge of a variety of hardware and software (iOS, TSIS, Infinite Campus, Google Suite, Moodle, Schoology, etc.)

**REPORTS TO: District Technology Point of Contact**

**PERFORMANCE RESPONSIBILITIES:**

1. Technology Integration:

* Assist teachers in planning for the use and infusion of technology in the instructional program
* Assist as needed with the trouble-shooting of technology issues as related to instructional delivery
* Works closely with staff to develop innovative technology solutions for instructional delivery and assessments
* Assist teachers in accessing a variety of materials to more effectively differentiate instruction in order to accommodate the needs of a diverse student population
* Work closely with the CIO and the Principal to implement and help share the vision of how technology will be implemented in the classroom.
* Stay current with new and emerging technologies and their potential applications to the district
* Assist teachers in successfully implementing hybrid and fully online courses

2. Professional Development

* Develop instructional technology solutions and related training materials for the purpose of providing users with tools needed to utilize emerging instructional technology to enhance student learning
* Provide job-embedded, after-school, and extended year professional development to support teachers in the integration of digital tools at the individual classroom level as it relates to curriculum, instruction, and assessment
* Provide support and professional development with new instructional software/hardware and district technology initiatives
* Coach faculty on the innovative use of digital tools to enhance student engagement at high levels of cognition
* Facilitate communication regarding infusion of technology in curriculum, instruction, assessment and professional development
* Read, disseminate and model current best practice information to staff
* Collaborate with the building and district administrators to determine professional development opportunities for staff
* Participates in developing and monitoring ethical use district-wide instructional technology guidelines and standards (e.g. content, relevance, effectiveness, etc.) for the purpose of enhancing student achievement while minimizing costs and ensuring data compatibility

 3. Digital Learning and Instructional Technology Collaboration

* Work collaboratively with the all instructional leadersin the development of blended, hybrid, and fully online learning courses
* Work collaboratively with district and building level leaders to provide the highest quality services and products to implement our essential learnings and provide personalized learning to all students
* Collaborate with and support staff working NTI days
* Assist in the development and implementation of the district’s tech plan
* Assist in the effective implementation of the KY Academic Technology Standards
* Assist in planning and implementing a variety of opportunities for student learning

**ADDITIONAL DUTIES AND RESPONSIBILITIES:**

1. Attend national, state and local conferences to stay connected with next best practices.
2. Assist as needed with all local and state testing as it relates to technology implementation (ie, ACT, KPREP, etc.).
3. Performs such other tasks as may be requested by the immediate supervisor.

**JOB SUMMARY:** The Digital Learning Coach focuses on the planning, implementation, and follow-up training using the latest instructional digital tools (hardware and software) that maximize student learning across all content areas. The Digital Learning Coach will work collaboratively with the Instructional Technology Team, Instructional Coaches, and Administrative Teams to transform Webster County School’s use of instructional technology systems to one in which personalized and blended learning options for all students are maximized.