



NEW: 02/15/2022  
Submitted: 02/01/2022

JOB TITLE:	SPECIALIST TECHNOLOGY IT3
DIVISION	TECHNOLOGY
SALARY SCHEDULE/GRADE:	IV, GRADE 9
WORK YEAR:	220 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CERX

#### SCOPE OF RESPONSIBILITIES

Provides digital transformation guidance and support to JCPS schools in collaboration with Digital Innovation Technical Support Leaders and Digital Innovation Instructional support Leaders. Support the on-going district digital transformation with an emphasis in digital learning and digital innovation coaching. To provide assistance to schools in the implementation and support of district-managed technical services. Supervises and directs the work of committees and other groups as needed.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Assumes responsibility for and assists with short-range and long-range planning by developing school capacity to carry out the JCPS Digital Transformation Future State strategy

Works cooperatively with all IT3 directors, specialists and managers in assessing and addressing the District's technology priorities and needs in order to develop, review and revise programs or activities

Prepares reports and makes recommendations for IT3 as assigned. Progress monitoring includes software analytics, digital transformation matrix, KETS reporting, JCPS Future State Metrics, Racial Equity Plan, etc.

Support schools with the implementation of the district's digital citizenship strategy

Ensures School Technology Coordinators receive communication, support and guidance

Supports the Academic Division with the operational logistics needed for school leadership professional developments and trainings, including district-wide trainings

Supervises and directs the work of committees and task forces as assigned

Works closely with District and school staff to obtain information regarding the effectiveness of assigned programs or activities

Provides guidance and support to Digital Innovation Technical and Instructional Support Leads and collaborates with the Technology Integration and Information Technology teams

Collaborates with stakeholders to identify suitable benchmarking opportunities for improved productivity, efficiency and technology quality

Ensures compliance with local, state and federal regulations and procedures related to area of assignment

Ensures compliance with Board Goals and Administrative Objectives related to area of assignment

Evaluates staff as assigned

Performs other duties as assigned by supervisor

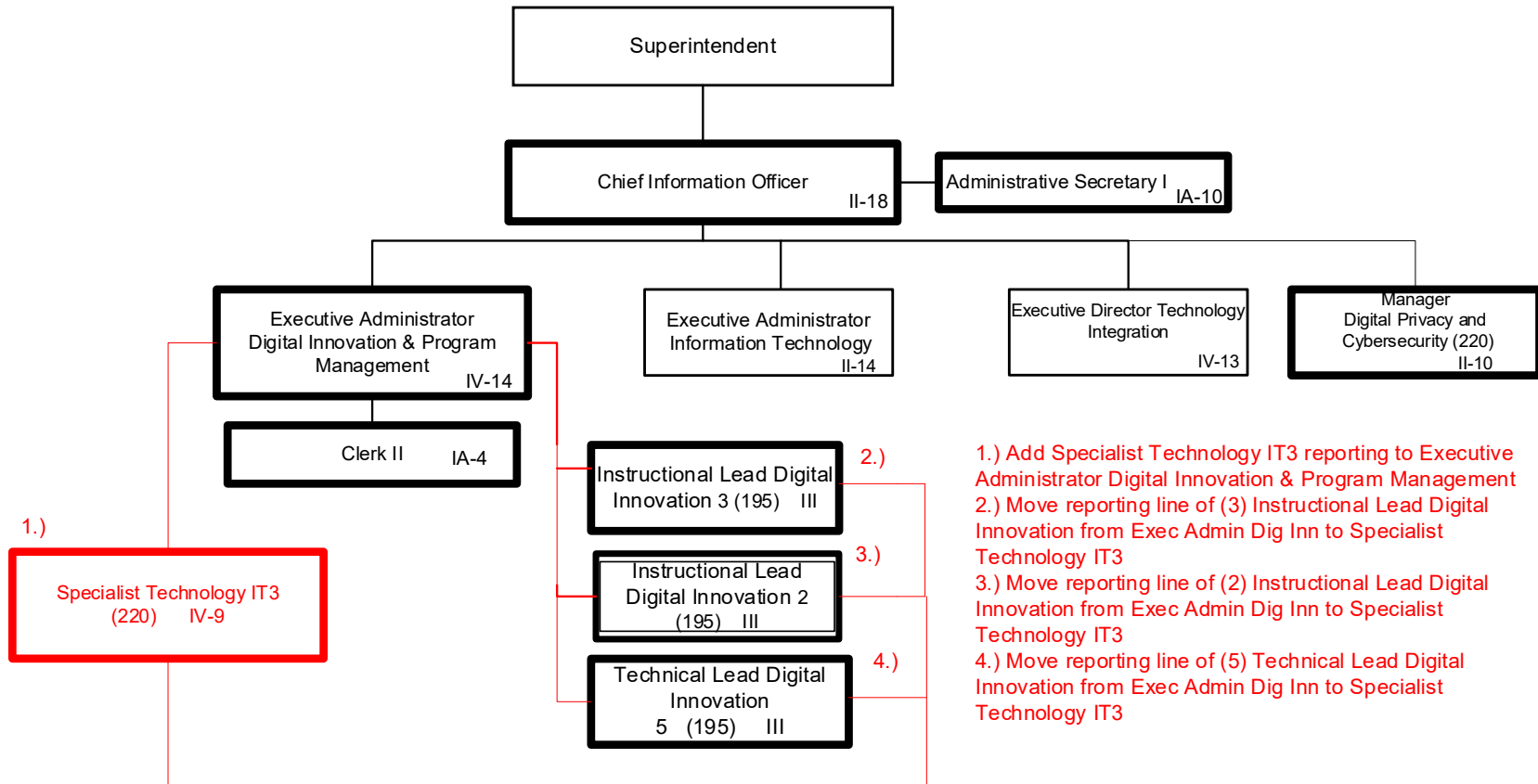
Completes all trainings and other compliance requirements as assigned and by the designated deadline

#### PHYSICAL DEMANDS

The work is primarily sedentary. The work at times requires bending, squatting, climbing, reaching with the ability to lift, carry, push or pull light weights. The work requires the use of hands for simple grasping and fine manipulations. The work requires being around moving machinery, driving automotive equipment, exposure to marked changes in temperature and humidity and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS
Master's Degree w/ valid Kentucky Teaching Certificate
Three (3) years of successful leadership experience with instructional technology
Demonstrated ability to develop short and long-range plans and to complete these plans as scheduled

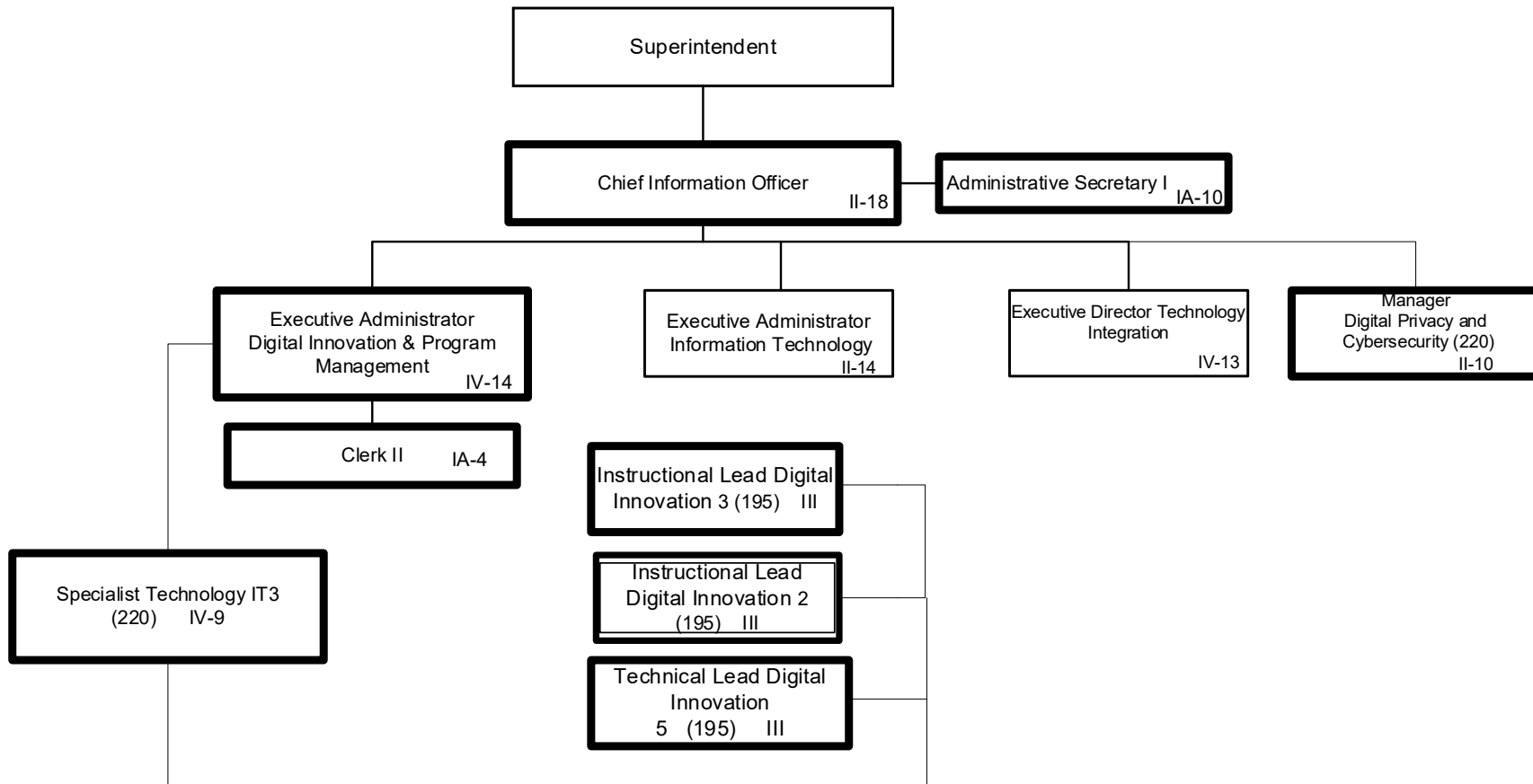
DESIRABLE QUALIFICATIONS
Experience with information technology
District-level leadership experience
Experience in a diverse workplace



Summary:

General Fund Positions: ~~13~~ 14  
Categorical Fund Positions: 2

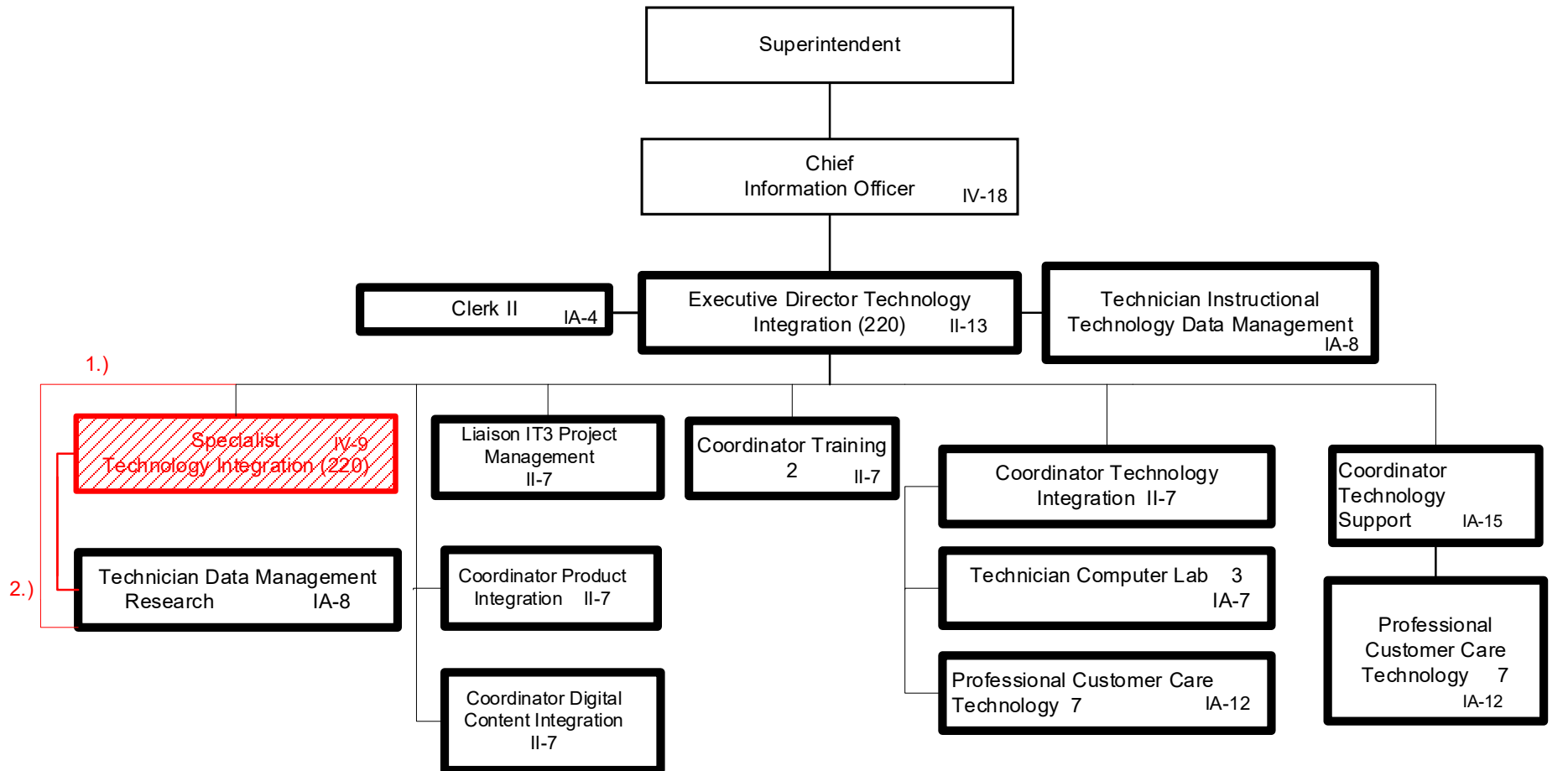
Submitted ~~9/14/2021~~ 02/01/2022  
Effective ~~9/15/2021~~ 02/15/2022



Summary:

General Fund Positions: 14  
Categorical Fund Positions: 2

Submitted 02/01/2022  
Effective 02/15/2022



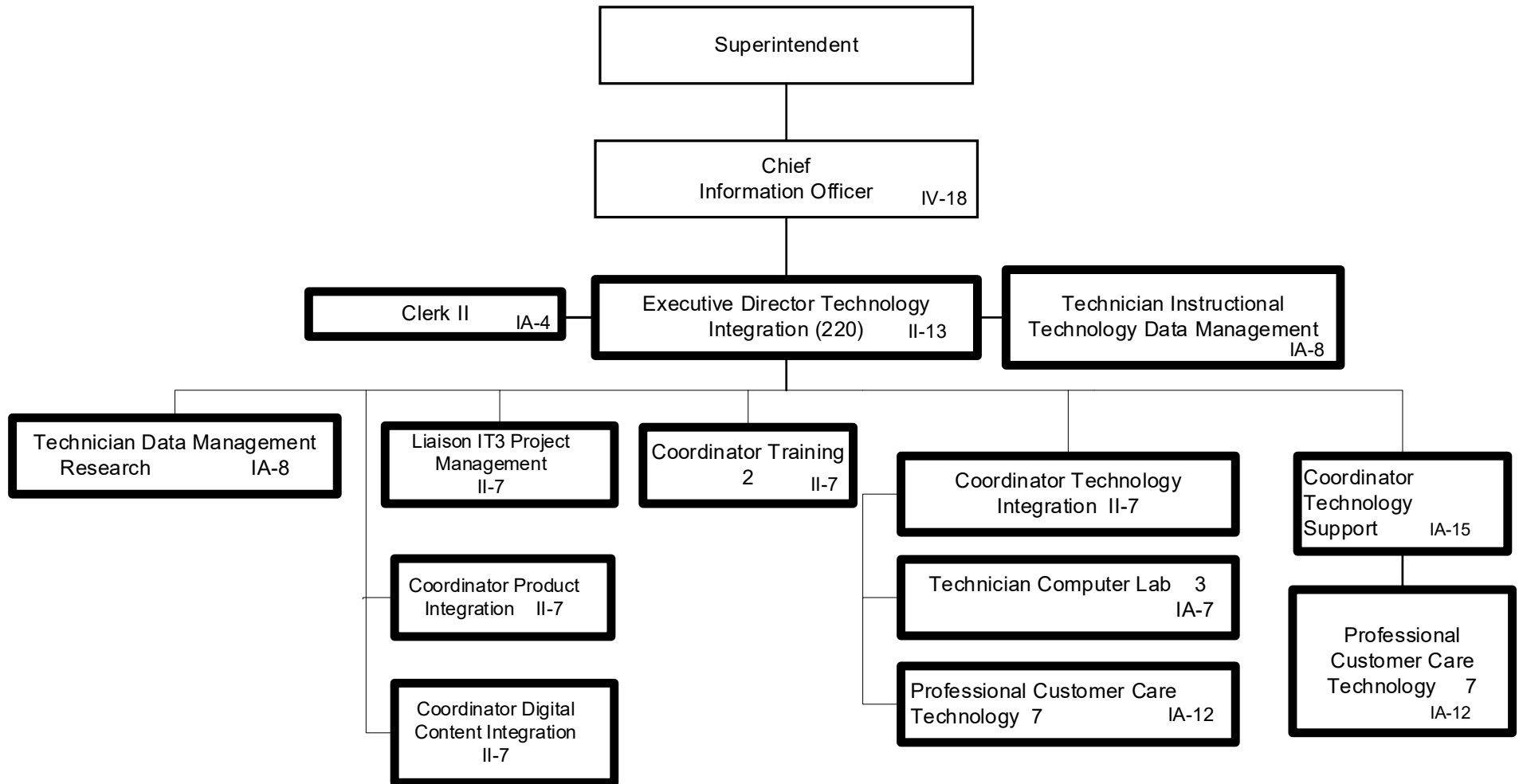
1.) Delete Specialist Technology Integration position

2.) Move reporting line of Technician Data Management Research to Executive Director Technology Integration

Summary:

General Fund Positions: ~~29~~ 28  
Categorical Fund Positions: 0

Submitted ~~-09/14/2021~~ 02/01/2022  
Effective ~~-09/15/2021~~ 02/15/2022



Summary:

General Fund Positions: 28  
Categorical Fund Positions: 0