

PINELLAS COUNTY SCHOOL DISTRICT, FLORIDA

PCSB: 2205
Instructional

FLSA: Exempt

COORDINATOR, OTHER - INSTRUCTIONAL TECHNOLOGY INTEGRATION
REPORTS TO: Director, Media, Text, and Digital Learning
SUPERVISES: Not Applicable
QUALIFICATIONS: Bachelor's degree in education from an accredited college or university. Florida teacher certificate. Three (3) years of teaching experience which includes involvement in district-wide curriculum development and/or professional education. Three (3) years experience training teachers in using technology in content area instruction.
PREFERRED: Master's degree in Instructional Technology. Considerable experience training teachers at the elementary and secondary levels.
MAJOR FUNCTION
Coordinates the implementation of the K-12 instructional technology referendum/grant project on integrating technology into various curriculum areas. Provides curriculum training for teachers and students in the use of technology that supports student achievement.
ESSENTIAL RESPONSIBILITIES
<ul style="list-style-type: none">• Models, co-teaches and coaches teachers in the use of effective strategies for integrating technology into curricula to improve student achievement• Provides oversight for the development and implementation of the National Educational Technology Standards for students and teachers aligned with the Pinellas County Essential Learnings• Determines technology needs for K-12 teachers to support student achievement• Facilitates technology related training for district wide staff• Facilitates the purchase and installation of technology• Demonstrates current and innovative uses and applications of technology• Develops technology training for all K-12 teachers• Conducts professional training for teachers during school hours, evenings and Saturdays• Develops and maintains referendum project website to include relevant curriculum support• Collects, aggregates, maintains, and monitors project data to help adjust program development, implementation and improvement• Seeks opportunities for professional growth and development through technology related training• Performs other related duties as required

COORDINATOR, OTHER - INSTRUCTIONAL TECHNOLOGY INTEGRATION

TERMS OF EMPLOYMENT

Salary and benefits shall be paid consistent with the district's approved compensation plan. Length of the work year and hours of employment shall be established by the District.

Performance of the job will be evaluated in accordance with provisions of the School Board's policy on evaluation of personnel.

The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities and duties required of those in this classification.

HISTORY OF JOB CLASSIFICATION

ISSUED: 7/05 AK; REVISED MF: 6/06 AK; REVISED FORMAT, ADA 10/13 LM; REVISED RT; 10/11/16 CH;

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WORKING CONDITIONS & PHYSICAL EFFORT:	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds		X			
2. Lift objects weighing 21 to 50 pounds		X			
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds		X			
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time		X			
11. Standing for more than two hours at a time	X				
12. Stooping and bending					X
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors					X
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects			X		
19. Proofreading and checking documents for accuracy					X
20. Using a computer to enter and transform words or data					X
21. Using various technology tools					X
22. Working in a normal office environment with few physical discomforts				X	
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van				X	
27. Other physical, mental or visual ability required by the job	X				

Coordinator, Other - Instructional Technology Integration – INS