

**Parker Performing Arts School  
Technology Integration Specialist  
Job Description**

**Summary:**

All employees of Parker Performing Arts School will work together to achieve our school's vision and mission. In addition to the duties and responsibilities listed below, we seek a technology integration specialist who can be collaborative with colleagues, passionate about technology in the classroom, and willing to work above and beyond their job description in order to ensure success for teachers and students. The PPAS technology integration specialist will possess a school-wide focus and are able to see limitless possibilities of technology integration in the PPAS community.

**Duties and Responsibilities:**

- iPad Technology Integration
  - Provides leadership, staff development, and instructional support to all teaching and administrative staff.
  - Serves as a liaison for PPAS with district technology initiatives.
  - Manages school based implementation of one-to-one iPads.
  - Assists in the development and implementation of supplemental curriculum and technology integration projects using iPad applications.
  - Provides support and professional development to all teaching and administrative staff on the educational use of iPads.
  - Be a consistent presence on campus, assist in the development of a student and parent "Genius Café".
- Technology Controls
  - Assists with maintaining the inventory of all Apple hardware and applications
  - Facilitates the students "iLicense" Program which will allow students to take iPads home.
  - Creates iPad user agreements for students and parents of PPAS.
  - Creates and maintains safety profile for each grade level iPad.
  - Creates and maintains an iPad application request procedure for teaching staff.
- Continues intellectual and professional development.
- Follows policies established by the PPAS Board of Directors and administration.
- Participates in and contributes to programs and activities that enhance PPAS outside of instructional hours, such as extracurricular activities, leadership positions, and/or enrollment process.
- Other duties as assigned

**Required Qualifications:**

- B.S, or higher, required in computer science or a related field translating to the use of technology in an educational.
- An understanding of appropriate uses of technology in the educational setting, particularly with mobile technology in a one-to-one iPad learning environment.
- Competency in iOS software and iPad functionality.

- Ability to effectively communicate with faculty regarding technology use in both oral and written form.
- Ability to effectively train faculty in technology use, specifically iPads for educational use.
- Knowledge of sound teaching strategies.
- Entrepreneurial outlook and charter school commitment.
- Ability to work collaboratively.
- Strong self-starter; able to work with limited direction.

**Preferred Qualifications:**

- Experience in and knowledge of charter schools.
- Passion for the arts in education.
- Experience with using technology in the classroom.
- Experience with implementing one-to-one iPads in the classroom.