



JOB DESCRIPTION

Job Title	Technology Integration Teacher
Department	Business Department
Reports To	Principal or Associate Principal
Classification	Certified
Location	Secondary School
Salary	On Schedule
Length of Contract	School Year

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees may be required to follow other job-related instructions and to perform other job-related duties as requested, subject to all applicable state and federal laws. Certain job functions described herein may be subject to possible modification in accordance with applicable state and federal laws.

Job Summary

The technology integration teacher will instruct students in learning and applying technology for various purposes and audiences. Curriculum will be designed and updated to ensure students have access to technology for gathering and communicating information, collaboration, creation, and publication using the SAMR model as the overarching framework. Students will also learn digital citizenship skills throughout the course. Instructor will remain current with changing technology and regularly collaborate with other instructors to find ways to integrate content with cross-curricular connections.

Essential Job Functions

- Plan and deliver curriculum using culturally responsive instructional strategies.
- Differentiates instruction.
- Uses formative and summative assessment to inform instruction and monitor student progress.
- Collaboratively plan with families, building/district staff, and administration for student improvement.
- Prepares and grades assessments aligned to standards.
- Works with special education staff to make modifications for special education students.
- Communicate student progress with students, families, district staff members, and administration.
- Plan for professional growth through staff development, course work, and/or other opportunities.

Ancillary Job Functions

- Performs department chair responsibilities such as scheduling, budget, meetings, and communication with members.
- Engage with building teams and other work groups as identified by building administration.
- Serves as advisor to student organizations.
- Is aware of and/or participates on district teams for curriculum development, data analysis, staff development planning, selection of materials, and other committees.
- Performs other related duties as assigned.

Required Qualifications – Required qualifications to effectively perform the job at the time of hire. An equivalent combination of education, training, and experience will be considered. Additional requirements and/or substitutions may be requested and require the approval of HR.

- Bachelor’s degree.
- Wisconsin teaching licensure in Business Education or Technology Education or Middle Childhood through Early Adolescence or Early Adolescence through Adolescence.

Preferred Qualifications – Highly desired education, training, and/or experience that may be helpful in performing the job, if applicable.

- Secondary classroom teaching experience.
- Experience with iPads and related educational apps, PC, MS Office, MS 365, Google Drive, and coding/programming skills.
- Understanding of Post-Secondary Skills and Academic Behaviors needed for successful learning at middle level.

Knowledge, Skills, and Abilities – May be representative, but not all-inclusive, of those commonly associated with this position.

- Ability to manage a project-based classroom.
- Ability to build rapport and a climate of respect.
- Ability to use high impact instructional strategies to reach all learners.
- Ability to engage students and manage student behavior.
- Ability to multitask, manage large projects, and adhere to deadlines.
- Ability to keep up-to-date with current events and technologies in the business, computer science, STEM and post-secondary sectors.
- Self-motivated.
- Ability to maintain curricular and industry knowledge.

Work Environment – Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- Normal office/classroom conditions and moderate noise levels.

Physical Requirements – The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Regularly required to talk and listen.
- Must be able to have repetitive wrist/hand/finger movement to work on computer and/or related office equipment.