

Vanguard Academy

Position/Title: Director of Technology Department: _____
Pay Scale: To Be Determined Location: Vanguard Academy
Reports To: Superintendent Exempt: Non-Exempt/Exec

Primary Purpose:

Direct and manage the district's technology program. Develop and implement districtwide technology-based staff development and training programs to facilitate the effective use of technology tools in instructional programs. Contribute to the development of short- and long-range plans for the integration of technology into the instructional program. Provide expertise and direction in the development, deployment and use of information technology in the district.

Qualifications:

Education/Certification:

Master's or Doctorate preferred in computer science or related field

Special Knowledge/Skills:

Knowledge of instructional software applications

Knowledge of technologies available for use in instructional setting

Knowledge of curriculum design and implementation

Knowledge of computer applications

Ability to develop and deliver technology training to adult learners

Ability to manage budget and personnel, coordinate district functions, implement policy and procedure

Strong organizational, communication and interpersonal skills

Experience:

5 years teaching experience

10 years experience working with instructional software

Major Responsibilities and Duties:

Staff Development

Curriculum Development

Budget and Inventory

Policy, Reports and Law

Personnel Management

Vanguard Academy

Supervisory Responsibilities:

Supervise, evaluate and recommend the hiring and firing of campus technology specialist

Additional Information:

Persons interested in this position must apply by obtaining an application at our Central Office or printing the application online.

Provide the following documents:

Official transcripts, valid Texas teacher certificate service records and references

Contact Information:

Website: www.vanguardacademy.education

Address: Central Administration Building 1200 E. Kelly Pharr, TX 78577

Phone: 956-781-1701

Position Posting Date: August 7, 2017

Position Closing Date: August 17, 2017

Vanguard Academy is committed to the principles of equal employment opportunity and is committed to making employment decisions based on merit. We are committed to complying with federal, state and local laws providing equal employment opportunities, as well as all laws related to terms and conditions of employment. Vanguard Academy desires to keep a work environment free of sexual harassment or discrimination based on race, religion, color, national origin, physical or mental disability, age or any other status protected by federal, state or local laws.