



LEARNING TECHNOLOGIES COORDINATOR P-12

We are seeking an outstanding educator to support the teaching staff in integrating learning technologies in their classroom practice.

Essential Criteria:

- Experience in working with teaching staff as they plan, develop and implement teaching and learning experiences in their classroom
- Excellent communication and organisational skills to ensure optimal outcomes for students and staff
- Proficient in the use SchoolBox or similar applications, Microsoft SharePoint, Adobe creative suite and other educational software
- Strong analytical and creative problem solving skills, attention to detail and the ability to manage projects to successful completion
- Recent experience in the classroom

Duties and responsibilities:

Teaching and learning

- Liaise with the Deputy Head (Academic and Curriculum), Head of Junior School and Head of Preparatory School in developing IT integration projects across the school
- Work with classroom teachers in each section of the school to ensure that IT is embedded in their teaching practice
- Review current Dalton assignments with Head of Dalton and Heads of Department to identify areas where technology can complement the Dalton Plan in creative and meaningful ways
- Develop an Ascham P-12 ICT Scope and Sequence, working with teaching staff to ensure that ICT skills are embedded across the curriculum
- Work with teaching staff to develop appropriate resources to complement their teaching
- Assess and showcase new and emerging learning technologies for Ascham School
- Drive the use of video conferencing and initiate possible links to support curriculum development

Professional development and teacher support

- Support teachers to engage students in dynamic and creative IT rich, research based projects
- Collaborate with teachers to provide assistance in the classroom to facilitate the delivery of IT projects
- Assist staff in implementing new hardware in the classroom such as SmartBoards, Wacom and Visualiser technology
- Assist with presentation and events that require IT support
- Keep abreast of trends and developments in the area of IT integration, ensuring that Ascham School is at the forefront of best practice in the area
- Attend professional development courses and events to ensure the currency of knowledge and skills in IT integration

IT strategic planning

- Investigate new software and hardware solutions to facilitate student learning and staff development
- Assist the ICT Manager in the development of a long term ICT plan for Ascham School

Applications, including resume, copies of qualifications and the names and contact details of three referees should be emailed to recruit@ascham.nsw.edu.au no later than Wednesday 29 February 2012.

Child Protection Legislation requires preferred applicants to be subject to employment screening.