

Tech Mentors - Job description 2020-2021

- *Provide ongoing support based on level elementary/secondary for but not limited to Google Classroom, GSuite Apps, Promethean Board , Windows, Zoom) this may be in, 1:1, small group or presentation formats.*
- *Provide turnkey professional development to support district technology goals*
- *Tech mentors will be part of the Ihelp system to respond to instruction related support requests only. These will be assigned by Tom Bunn to specific Tech mentors*
- *Other tasks as needed*

This is a stipend position for the year - tracking of support provided will be done through ihelp system

8 positions for Secondary 7 - 12

12 positions for Elementary K - 6

Posting date:

Closing date:

Interview questions:

During this school closure what specific tech support did you provide colleagues?

What new digital learning skills did you learn and implement this year? How did this improve your student engagement with learning? How did you measure the improvement?

Explain how you would show a teacher to do

For Admin considerations -

How many Ihelp tickets did they complete this year?

What artifacts did they create as supports for colleagues? Quality of artifacts?

2019-2020 Job Descriptions

Tech Mentors

- Provide ongoing support at the building levels (Google, Promethean, Windows)
- Provide professional development at the building level as determined by the building level teams
- Will be part of the Ihelp system to respond to teaching and curriculum related support requests only (IE. I want to be able to do..... With my promethean board.) Mentors would then set up a time to meet with the teacher to provide the support
- Other tasks as needed
- Stipend for the year - tracking of support provided will be done through ihelp system

District Digital Teaching and Learning Team

- Will meet to establish a vision for digital teaching and learning for the district
- Review district policies and procedures as we move forward with technology
- Establish digital family engagement plan
- Review progress from the district level to help determine needs for PD moving forward
- Establish artifacts for district website
- Will meet after school
- Other tasks as needed

Building Level Digital Teaching and Learning Team

- Will help develop plan based on staff survey completed in June
- Will work to implement the district plan at the individual building levels

- Will provide feedback on building level needs for future PD to move digital teaching and learning forward in the building
- Other tasks as needed
- Will meet after school
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Tech Mentors - building level