

Technology Director

QUALIFICATIONS:

Degree, advanced training or experience in instructional technology

REPORTS TO:

Superintendent

PERFORMANCE RESPONSIBILITIES:

Duties of the Technology Director

1. Plan with the Board, superintendent and administrators to support and provide district technology needs
2. Develop, submit and update the district's Educational Technology and Information Literacy Plan
3. Supervise the Network Administrator and the Technology Specialist
4. Develop and administer technology Request for Proposals and coordinate with technology contractors and suppliers.
5. Oversee technology budget
6. Complete annual and periodic applications and reports for the Universal Service Fund - Schools and Library's Division "E-Rate" program.
7. Research and explore educational technologies.

TERMS OF EMPLOYMENT:

Salary and work year to be established by the superintendent of schools in accordance with Board policy.

EVALUATION:

Performance of this job to be evaluated by the superintendent of schools in accordance with the policies of the Board of Education.

Approved: 01/22/2009