



SOUTHERN BAPTIST ASSOCIATION OF CHRISTIAN SCHOOLS

Uniting Home, Church & School in Jesus Christ

Member School Job Opening

School Name:	Calvary Christian High School
Position Available:	Director of Instructional Technology
School Address:	110 N. McMullen Booth Rd.
City, State Zip:	Clearwater, FL 33759
School Phone:	727.449.2247
School Fax:	
School Web:	www.cchs.us

About School:

Calvary Christian High School has an opening for the Director of Instructional Technology position. Calvary Christian High School is a ministry of Calvary Baptist Church and is located in beautiful Clearwater, FL (Tampa Bay area). The school began in 2000 with the mission to “partner with the Christian home to provide a challenging college preparatory Christian education that equips students to live successfully according to God’s plan for their lives.” Since 2000, Calvary has graduated hundreds of students who have gone on to further their education at some of the top colleges and universities in America. Many are beginning to establish their careers as they fulfill their purpose in life. The school has grown from its beginning of 40 students to nearly 600 students enrolled today in grades 9 – 12. Calvary offers a balanced approach in its educational philosophy. The advanced academic opportunities include honors, dual credit, and advanced placement classes. The exposure to the arts prepares students to discover and develop their talents, gifts, and abilities in ways that have the potential to influence their community for the rest of their lives. In athletics, Calvary provides opportunities for students on 32 teams competing against area schools as a member of FHSAA. These three areas of emphasis are rounded out and stabilized by a Christian worldview. It is foundational to our mission that a Christian worldview be integrated into each subject and activity. As such, Calvary students are more than prepared to enter the next phase of their life after high school graduation. Calvary is fully accredited by the Southern Association of Colleges and Schools (SACS), the Association of Christian Schools International (ACSI), and the Florida Council of Independent Schools (FCIS).

Contact Person:	Mr. David Kilgore
Contact Phone:	727.449.2247
Contact Email:	Employment@cchs.us

School Posting Link: <https://www.cchs.us/EmploymentOpportunities.aspx>

**Instructions
for Applicant:**

Email or mail a resume or curriculum vitae with contact information for three professional references, along with a typed document with answers to the following questions:

Education:

Bachelor's or higher

Years of Experience:

3 or more years

Description:

The Director of Instructional Technology will be principally responsible for the planning, development, and implementation of technical solutions that will make the instruction in the classroom more effective, efficient, and engaging. In fulfillment of the broad duties assigned, the director will be responsible for the following:

Maintain expertise in the SIS, LMS, and all systems ancillary to their operation

Develop and maintain classroom technology environment

Acquire, distribute, and manage student and faculty technology and provide user support (iPad 1-to-1)

Support faculty in technical training

Assist computer science department in decisions related to curriculum, events, clubs, and resources

Supervise other technology department staff

The specific duties of the director of instructional technology fall into these areas:

Planning

Create and maintain a broad plan that will function as the blueprint for future instructional technology acquisition and implementation.

Identify new technologies that will improve the functions of the school and instruction in the classroom.

Communicate with Head of School regarding budget needs as related to instructional technology.A1

Development

Work with school administration to build and monitor acceptable use policies for all users (employees and students).

Provide consultation and expertise in the development of the School Technology Plan.

Collaborate with school administration to identify proper avenues for instructing teachers and students on use of new technology. Oversee the execution of the training plan.

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Maintenance

Monitor student and teacher usage to create a layer of accountability
Remain available to teachers to address technical issues in the classroom.
Oversee the tier 1 support for teacher and student devices.

Influence

Create a culture that encourages creative, independent use of technology in the classroom.

Interpret the instructional technology program for staff, parents, and members of the community.

Communicate with the school community about technologies and their use.

Administrate

Maintain hardware and software inventories including licensing and securing of software services.

Assess and report on achievement of technological goals.

Develop and maintain the documentation necessary for accreditation with regards to instructional technology.

Overview of Current Instructional Technology

Software Platforms

RenWeb (SIS)

G Suite for Education (Gmail, Drive, and Google Apps)

Moodle (LMS)

Apple School Manager

Apple Volume Purchasing

Dropbox

Freshdesk (Support Request System)

Digital Text and Curriculum for Instruction

iBooks

VitalSource

Pearson Realize

Pearson SuccessNet

MacGraw-Hill Education/ConnectEd

Managed Instructional Technology Devices

iPad and iPad Pro

MacBook Pro

AppleTV