

## JOB DESCRIPTION

<b>Cognita Schools are committed to safeguarding and promoting the welfare of children and young people and expects all staff, volunteers and other third parties to share this commitment. Safer recruitment practice and pre-employment background checks will be undertaken before any appointment is confirmed</b>		
Position Title	Educational Technology Integration Coach	Reference: 161202
Function/Department	ICT	Location: Stamford
Manager Title	Head of Educational Technology	
Position Type	Fixed Term	
Position Status	Full Time	
<b>Position Objective</b>		
<p>Stamford is a leading technology and innovation school who uses the latest technology tools to create and inspire new and innovative learning opportunities for students. We are looking for a change-maker, with a go-getting attitude who is willing to take risks, try new things, push boundaries and create opportunities for learning that were never thought possible.</p> <p>The role of the Educational Technology Integration Coach is to train and inspire students, teachers and the wider school community to integrate technology in the curriculum using the PYP, AERO Standards and the 2016 ISTE Standards for Students. The Educational Technology Coach will be innovative, creative and will promote the use of technology in the classroom in all areas of the curriculum. The Educational Technology Coach will work with students in Stamford's Elementary School, with both homeroom grade level and specialist teachers.</p>		
<b>Responsibilities</b>		
<p><b>The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Child Protection Officer/Designated Safeguarding Lead or to the Head of the Regional CEP so that a referral can be made accordingly to the relevant third party services.</b></p> <p><b>Relationships:</b></p> <ul style="list-style-type: none"> <li>• Developing trusting and effective relationships with all students and parents</li> <li>• Establishing supportive and positive working relationships with all members of staff</li> <li>• Becoming a presence across the whole school and a representative of it within its wider community</li> <li>• Working in close partnership with classroom teachers, homeroom teachers and the leadership team in ensuring a professional, creative and enjoyable environment</li> </ul> <p><b>Educational Role</b></p> <ul style="list-style-type: none"> <li>• Developing and executing the preparation, planning and delivery of child-centered learning activities for the children in classes using the ISTE Standards, PYP concepts and AERO Standards as a guide</li> <li>• Upskilling teachers and administration on Educational Technology Tools and design materials</li> <li>• Actively promoting the Educational Technology Program and Stamford American International School to a global audience</li> <li>• Using a wide range and balance of teaching strategies</li> <li>• Viewing students as thinkers with their own emerging theories</li> </ul>		

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- Building on what students know, and differentiating to meet student needs
- Planning to ensure that 'students achieve more than they think they can', by collecting and using data, and other formative and summative assessments
- Being passionate, energetic and modeling a love of learning
- Being responsible for assisting teachers in maintaining student cyber safety
- Planning which accommodates a range of ability levels and learning styles; teachers are expected to modify and accommodate for students as needed, i.e. accommodating individual language needs (EAL), student support services, students who are struggling as well as students who need more of a challenge - this will be in consultation with the classroom teacher
- Planning in a collegial and professional manner with peers, showing respect, being prepared and on time, and adhering to the school wide meeting norms and team's essential agreements at all times
- Confidently running professional development sessions to inspire and energize staff and parents in a variety of areas

### Extended Professional Role

- Contributing towards the spirit of Educational Technology Integration by immersing yourself in best practice
- Carrying out other duties and tasks as reasonably directed by the Head of Educational Technology
- Contributing towards the whole-school team spirit by taking every opportunity to promote the philosophy and policies of Stamford American International School
- Taking responsibility for a class during times of emergency
- Ensuring that the children are safe and secure at all times

### Duties of the Role

- Co-teaching homeroom classes and working with classroom teachers to develop effective technology integration into curriculum programs
- Assisting the Director of Innovation Center to educate students on design processes and handling of tech-tools
- Providing any other reasonable duties delegated by the School Management
- Teaching any classes as deemed necessary

### Position Requirements

- At least 3 years of experience working with children as an Innovation teacher, ICT teacher, Educational Technology Coach, Instructional coach or integrationist with relevant teaching qualifications
- Other Elementary Classroom Teaching experience preferred
- Experience with Apple products essential (1:1 iPad KG2 - Grade 5)
- Curriculum integration knowledge essential
- Not app focused, but learning focused
- Strong understanding of ISTE Standards, PYP Program and AERO Standards preferred
- Experience using Google Apps for Education is preferred
- Excellent understanding of global connections and social media presence
- High level of understanding of available education based tech-tools
- Innovative thinking skills and flexibility with time management skills
- Passionate, energetic, loves to learn
- Positive and fun-loving personality
- PYP experience preferred
- Possess highly developed interpersonal and teamwork skills
- Excellent verbal and written English skills
- Strong references on request
- International teaching experience preferred

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Qualifications	
<ul style="list-style-type: none"> <li>- Relevant teaching qualifications</li> <li>- Master's degree in Education preferred</li> </ul>	
Contacts	
<ul style="list-style-type: none"> <li>- Other Stamford Teaching and Non-Teaching Staff</li> <li>- Parents and Students</li> <li>- PTA</li> </ul>	
Working Conditions	
<ul style="list-style-type: none"> <li>- School Environment</li> <li>- Working hours 8am to 4:30pm, Monday to Friday, plus occasional staff meetings and trainings</li> <li>- School holidays are paid and free except staff days and training days (please refer to the website to see the school calendar with school holiday dates)</li> </ul>	
Terms of Employment	
<ul style="list-style-type: none"> <li>· Medical Benefits:</li> <li>· Sick Leave/Hosp:</li> <li>· Probation Period:</li> <li>· Pre-medical exam:</li> <li>· Referee request:</li> <li>· Background Check:</li> </ul>	<ul style="list-style-type: none"> <li>Medical insurance provided where applicable</li> <li>14 days sick leave and 60 days hospitalization leave</li> <li>3 months from date of commencement</li> <li>Required</li> <li>Required</li> <li>Required</li> </ul>