



Technology Integration Specialist & Makerspace Teacher

Our Mission

Charles Armstrong School unlocks the unique potential of students with dyslexia and related learning differences, changing the trajectory of their lives.

Charles Armstrong School is the premier school for children with dyslexia and related learning differences in the San Francisco Bay Area and has a national reputation for excellence. Charles Armstrong School is a non-profit, independent, coeducational day school of approximately 240 students in grades 2-8. Charles Armstrong School is an equal opportunity employer.

Position Overview

The Technology Integration Specialist supports and enriches teaching and learning by strengthening the technology skills of students, teachers, and staff. The ideal candidate is passionate about the integration of technology and curriculum that enhances teaching and learning. The Technology Integration Specialist will collaborate with the technology coordinator and program team to implement professional development and support faculty in the area of educational technology. The candidate in this role will also serve as lead Makerspace teacher and coordinator. Enthusiasm, leadership, and self-direction are key qualities in this position. This position reports to the Director of Middle School.

Primary Responsibilities:

- Provide strategic leadership, vision, and direction around technology integration within the academic program.
- Be an inspirational leader of educational technology best practices to the faculty, students, and staff by serving as a role model for creativity, innovation, and experimentation.
- Support teachers in developing basic technological competencies such as navigating Google Drive and Outlook, and utilizing iPads, laptops, and SMART Boards.
- Support, model and encourage effective use of technology for teaching and learning with an emphasis on project-based learning and innovation in the classroom.
- Create learning resources for students, teachers and staff, such as instructional videos and tutorials.
- Develop, coordinate, and/or teach workshops for instructional technology applications and assist faculty in group and 1-on-1 settings, as needed.
- Identify and implement new trends in educational technology, curriculum, and teaching strategies into work with faculty, staff, and students.

- Collaborate with the technology coordinator and program team to provide family education on topics such as the iPad, Blackbaud (learning management system), and other educational programs and apps.
- Manage Makerspace scheduling, materials, and equipment.
- Teach Makerspace elective classes for middle school students.
- Take the lead in designing academically rigorous Makerspace projects, independently and in collaboration with subject-area teachers.

Education, Certifications, and Work Related Experience

Required

- Bachelor's Degree

Preferred

- Valid teaching credential
- Masters in Education or Educational technology
- Experience with and understanding of children in grades 2-8
- Teaching experience at the elementary and middle school level working with children with dyslexia and related learning differences
- High level of proficiency with educational technology
- Knowledge of current pedagogical strategies and technology trends

Additional Skills

- Effective teacher with strong verbal and written communication skills
- Patient, empathic and enthusiastic in work with students and faculty
- Flexible, creative, and able to work with a variety of learning styles and age levels

Charles Armstrong School offers

- Competitive salaries commensurate with experience
- Attractive medical, dental and vision package, 403b plan
- Tuition reimbursement
- Team-teaching model
- Instructional coaches
- Professional development program
- Collaborative teaching environment with seasoned professionals

Direct resumes and cover letter to:

Hiring Committee

Hiringcommittee@charlesarmstrong.org

Charles Armstrong School

1405 Solana Drive, Belmont, CA 94002

(650) 592-7570 | www.charlesarmstrong.org

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Charles Armstrong School admits students of any race, color, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin or sex in the administration of its educational and employment policies, financial aid programs, and athletic and other school-administered programs. Inquiries concerning the application of Title IX and the Title IX regulations to the School may be referred to the Title IX Coordinator or to the Small Business Administration's Assistant Administrator for Equal Employment and Civil Rights Compliance. The School's Title IX Coordinator can be contacted as follows:

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