

**Technology Facilitator
(Primary and Elementary)
School District Job Description**

Position Title: Technology Facilitator

Department: Technology

Reports to: Technology Director

SUMMARY:

Assist Classroom teacher with implementation of NETS Technology Standards during scheduled class time in computer lab.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Other duties may be assigned.

- Co-Plan with classroom teacher the technology portion of lesson to be used in the lab.
- Assist classroom teacher with implementation of NETS standards in computer lab.
- Report all technical problems with lab machines.
- Keep log book of all NETS standards taught and the lessons used.

SUPERVISORY RESPONSIBILITIES:

None.

EDUCATION and/or EXPERIENCE:

Minimum 60 college hours

Thorough knowledge of the Microsoft Office Suite.

Knowledge of World Wide Web technologies.

Knowledge of Internet resources.

Acknowledged _____

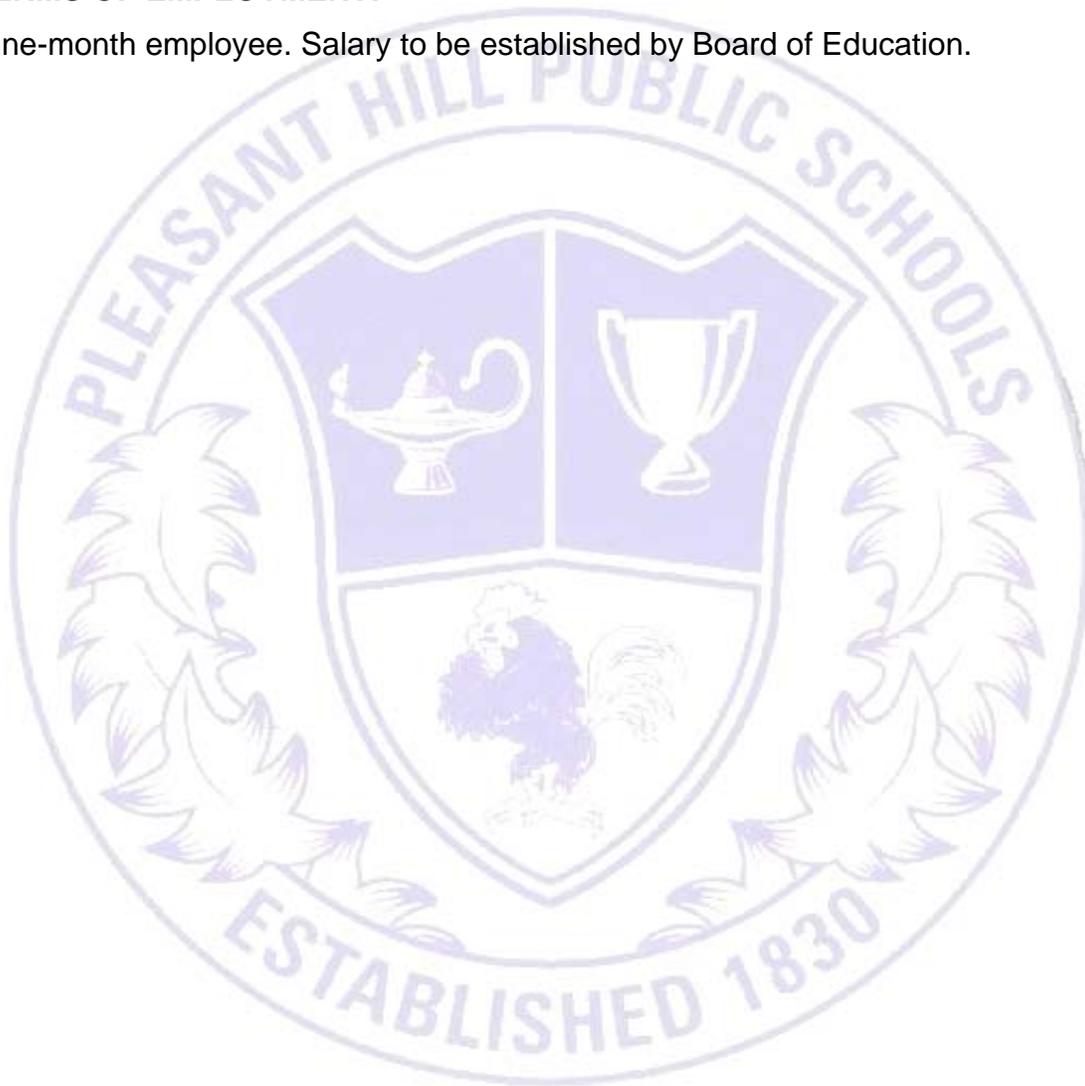
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EVALUATION:

Performance of this position will be evaluated in accordance with provisions of the Board's Policy on Evaluation of Support Staff Personnel.

TERMS OF EMPLOYMENT:

Nine-month employee. Salary to be established by Board of Education.



Acknowledged _____

Date _____