



CENTENNIAL SCHOOL DISTRICT 28JT

18135 SE BROOKLYN, PORTLAND, OR 97236

Telephone 503-760-7990

2024-2025

VACANCY ANNOUNCEMENT

January 31, 2025

POSTING #: LICN 25 – 84

This position is open until filled.

POSITION	FTE	SCHOOL	SUPERVISOR	STARTING DATE	CONTACT PHONE NO.
Instructional Technology Integration TOSA	1.0 FTE	District-Wide	Maureen Callahan, Director of Curriculum & Student Learning	2/18/2025, or when filled	503-760-7990 503-762-3641

Job Purpose Statement/s: The position of the Instructional Technology Integration TOSA is to provide training and support of integration and use of digital curriculum and assessment tools for staff; assist classroom teachers in integrating technology into the existing core curriculum to improve student achievement in reading, writing and math. Develop reference and training materials for digital curriculum and assessment tools; and collaborate with the Digital Curriculum & Assessment Support Specialist and digital content providers to provide initial setup and on-going support for staff related to effective integration of technology into the teaching process that promotes 21st Century learning.

Essential Job Functions:

- Focus on enhancing instructional technology integration and fostering 21st Century skills development, digital literacy, critical thinking and design thinking skills.
- Collaborate with the Digital Curriculum & Assessment Support Specialist, Instructional Technology (IT) Department staff, and Curriculum Department staff in order to support effective technology-integrated instruction.
- Guide professional development initiatives to enrich teaching practices and improve student engagement through technology that promotes 21st Century learning and skill development.
- Guide teachers to implement ISTE Standards for students and adults.
- Dedicated to promoting digital safety education for students.
- Develops and implements programs that educate students on safe online practices, cyber ethics, and responsible digital citizenship.
- Coach and consult with Pre-K through 12th grade teachers to support the integration of 1:1 technology into the adopted core curriculum.
- Identify and disseminate information on best practices for technology integration and sources of information on trends, research and applications related to technology.
- Monitor the use of integrated technology to ensure that resources and activities enhance rigorous academic content and support the district's mission.
- Respond and support inquiries from staff concerning curriculum implementation, and technology integration.
- Serve as a consultant to instructional staff and Curriculum Department Staff regarding effective integration of technology into instruction.
- Operate a variety of technology in an instructional setting such as IOS/iPads, Chrome OS/Chromebooks, Interactive Panels, projectors, etc.
- Work collaboratively with others while maintaining relationships, instructional design skills; and problem solving.
- Consult with IT staff regarding access and use of digital curriculum and assessment tools.
- Coordinate directly with publishers, in collaboration with the Digital Curriculum & Assessment Support Specialist to ensure integration of digital curriculum and assessment applications to ensure accessibility to all students and staff.
- Knowledge and skills to support Chromebook, Laptop and iPad specific digital curriculum and assessment applications.

Other Job Functions:

- Attend training sessions and workshops to keep current on technology tools, hardware, and software as directed by the Technology Director.
- Develop skills and knowledge base about FERPA and COPPA compliance for digital curriculum tools, assessment tools, and online applications used by students and staff.
- Perform other duties as assigned.

Job Requirements – Qualifications:

- **Experience Required:** Five (5) years of teaching experience. Experience integrating technology into classroom instruction.
- **Experience Preferred:** Prior job-related experience in 1:1, technology rich learning environments. Experience mentoring/coaching teachers and administrators.
- **Skills, Knowledge and/or Abilities Required:**

Skills to learn various computer operations required for management of student information, integrate online curriculum in classroom instruction, and implement integration of technology to advance student learning; communicate effectively in oral and written form; organized and efficient, meets deadlines; possess strong interpersonal skills and ability to create positive, collaborative, productive relationships with teachers, classified staff, administrators, students, and parents focused on effective teaching and student learning; thinks flexibly and adapts work to the needs of teachers; skilled in collaboration and facilitation, organizing and facilitating in-service, professional learning and application (in line with adult learning theory) in improving practices that impact student learning; skilled in collaboration and facilitation; skilled in organizing and facilitating in-service, professional learning and application (in line with adult learning theory) in improving practices that impact student learning. Bilingual and Multi-Cultural preferred.

Knowledge of information technology devices (IOS/iPads, Chrome OS/Chromebooks, Interactive Panels, projectors, etc.) and basic computer operations; Common Core State Standards, ISTE Standards and Practices, technology integration, best practices of 1:1 integration, researched-based coaching strategies, state education code and district policies; student engagement, research-based instructional practices, differentiated instruction, and assessment-driven instruction that result in student achievement; research/best practices in instructional areas specifically culturally responsive and relevant practices; organization, planning and implementing long-term projects, managing multiple, simultaneous projects effectively, and maintain a work calendar, and curricular and pedagogical research.

Abilities to be a positive, collaborative member of a team; be reflective learner, recognize the importance of elevating student and staff voice; possess strong interpersonal skills and ability to create positive, collaborative, productive relationships with teachers, classified staff, administrators, students, and parents focused on effective teaching and student learning; thinks flexibly and adapts work to the needs of teachers; sit, stand and walk for prolonged periods. Significant physical abilities include lifting/carrying/reaching/handling, talking/hearing conversations, near/far visual acuity/depth perception and accommodation field of vision.

- **Education Required:** Bachelor’s Degree. Master’s Degree preferred.
- **Licenses, Bonding and/or Testing Required:** Appropriate Teacher Standards and Practices Commission (TSPC) license, Criminal Justice Fingerprint clearance, and valid driver's license and evidence of insurability.

Terms of Employment: 192 days per year. Salary to be established by collective bargaining agreement.

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

APPLICATION PROCEDURE:

The Centennial School District no longer accepts hard copy application materials for open positions, including internal applicants (current employees). All applicants are required to apply through [PowerSchool Applicant Tracking](#).

External Applicants:

- Apply through [PowerSchool Applicant Tracking](#).

Internal Applicants (Current Employees):

- Apply through [PowerSchool Applicant Tracking](#) by clicking on “Internal” in the upper right-hand corner. First time users will need to create their own "Internal" account using their Centennial email address. For users who already have created their "Internal" account, simply enter your username and password at the top of the page. Follow the prompts, which will include typing a cover letter and attaching a resume.