

Job Description

Position Summary

The KAUST School Educational Technology Director has the responsibility for the development and implementation of the Educational Technology program to enhance the student learning and digital literacy through technology.

Provide appropriate in-service programs for all educators and appropriate support staff at the school and, in collaboration with teachers, provide specific applications for use in the classroom.

Line management and leadership of the team of Educational Technology Specialists/Coaches and Library Media Specialists across the divisions.

Major Responsibilities

- Develop and implement the KAUST School digital literacy plan for instructional use of technology; the implementation should include provisions for evaluation and periodic updating
- Use data-driven decision making to ascertain and implement the applications that will be utilized by the school
- Manage all aspects of the educational technology department and program that will be necessary to support the delivery of the learning programs
- Lead the integration of technologies that enhance learning across the school.
- Manage all the Library/Media Services
- Partner with the IT Director to manage the laptop repair program for school staff and students
- Manage the technology and library assets inventory of the KAUST School technology including all software and databases
- Develop and implement a KAUST School procedure for the evaluation of software, subscriptions and applications sharing of the results of such evaluation related to student learning
- Disseminate digital literacy and Ed/Tech related information throughout the KAUST School community via news bulletins, electronic mail, presentations and staff meetings, etc.
- Lead on community relations by speaking to parents and professional groups and by publicizing the KAUST School EdTech plans and progress
- Continue to grow as a professional technology educator and as an educational leader
- Provide leadership to, supervise, and evaluate all EdTech Specialists/Coaches and Library Media Specialists across all divisions

Competencies

- Technical knowledge in the fields of digital literacy and the broad range of technologies used in educational environments
- Experience with, and knowledge of the theory and practice of technologies for education · Excellent interpersonal relations skills, especially in being a collaborative team member, and instructional leader

Qualifications & Experience Required

- Minimum 5 years' experience in Educational Technology
- Bachelor's degree in Education (Library or Technology qualifications preferred).
Masters preferred
- Previous experience in international educational setting (preferred)
- Previous Leadership experience in either Library or Technology roles
- Previous IB experience (preferred)