

Sunflower County Consolidated School District

Mrs. Miskia Davis, Superintendent

"United For Excellence"



JOB DESCRIPTION

TITLE: Technology Specialist

QUALIFICATIONS:

- At least two years of experience or Associates/Bachelor's degree in a related field
- Good physical condition with the ability to lift 10 pounds
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable to perform this job successfully

REPORTS TO: Principal, Technology Supervisor and Personnel Director

SUPERVISES: N/A

JOB GOAL: To assist in curriculum review and implementation and in providing the best use of technology as a learning/teaching tool that will help assure a quality education for all students and to maintain effective usage of all technology equipment throughout the District

PERFORMANCE RESPONSIBILITIES:

- Configure, deploy, and maintain devices and related peripherals
- Install and maintain classroom audiovisual equipment
- Assist with installation and maintenance of network infrastructure
- Assist in maintaining equipment and software inventories
- Participate in educational and training activities to enhance technical skills
- Install, update, and maintain computer labs
- Perform such other tasks and assumes such other responsibilities as requested by his/her supervisor(s)

TERMS OF EMPLOYMENT: Salary and work year established by SCCSD School Board.

EVALUATION: Performance of this job will be evaluated bi-annually by the Superintendent.

Approved by: SCCSD School Board Date: _____

Reviewed and agreed to by: _____ Date: _____
(Employee)

_____ Date: _____
(Supervisor)