



JOB TITLE: Part-time Technology Teacher

LOCATION: Georgetown, CO

SCHEDULE: One day per week calendar academic year, Tuesdays, 8 hours per day

WORK STATUS: Hourly, Non-Exempt

REPORTS TO: Director

POSITION SUMMARY: provides basic fundamentals of technology instruction for grades Preschool through 6th grade students

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Instruction in basic technology skills.

Utilizes professionally accepted teaching strategies, techniques and materials to achieve identified lesson objectives.

Planning and implementing a program of instruction and lesson plans.

Ability to establish effective rapport with pupils and maintain effective working relationships with administrators, teachers, parents, and other staff members.

Ability to motivate pupils to develop skills, attitudes, and technological experiences.

Maintain an inventory of all school's technology hardware and software and long-range technology plan.

Plan, coordinate and communicate technology -related management systems and policies in compliance with FERPA

Participate in the budget process relate technological needs

Performs other duties as assigned.

SUPERVISORY DUTIES: None

**POSITION REQUIREMENTS:**

Bachelor's Degree

Minimum of 1 year teaching experience, preferred.

Strong interpersonal and communication skills.

**GENERAL EXPECTATIONS:**

- Is flexible and adaptable to change
- Has the ability to work collaboratively with staff
- Maintains a positive attitude
- Observes all district policies and procedures

**ESSENTIAL PHYSICAL REQUIREMENTS:** The usual and customary methods of performing the job's functions required the following physical demands: frequent lifting 5 to 20 pounds, occasional lifting 20 to 50 pounds, frequent bending, reaching, kneeling, walking, standing, and occasional squatting. May work with chemicals to include, but not limited to, cleaning agents and sanitizers.

**CLEARANCE:** Must clear online background check and FBI Fingerprint check through Colorado Bureau of Investigation.

**SALARY:** Negotiable based on experience. Please note: GCS is an at-will employer.

**BENEFITS:** GCS is a public employer and participates in the Colorado Public Employees' Retirement Association (PERA). All employees are required by state statute to contribute 10% of salary on a pre-tax basis to PERA and the District contributes 20.9% in addition to employee contribution.

**APPLICATION INSTRUCTIONS:** All interested and qualified applicants must complete an application. Incomplete applications and/or resumes received in lieu of applications will not be considered. Selected applicants will be contacted for an interview. This position will close once the vacancy has been filled.