

Fairborn City Schools

July 25, 2017

POSITION VACANCY ANNOUNCEMENT

POSITION: District Technology Supervisor

QUALIFICATIONS:

- Ohio educator license preferred
- Local Area Network (LAN) administrator certification and related experience preferred
- Wide Area Network (WAN) understanding and experience preferred
- Windows certification and related experience preferred
- Google Apps for Education experience preferred
- Proficient in troubleshooting and repair of desktop computers, classroom technology and servers (hardware and software)
- Knowledge of multi-media techniques: video editing, photo shop and file format conversion
- Ability to work effectively with others
- Ability to communicate clearly and effectively both orally and in writing
- Possess skills of problem solving, organization and active listening

DUTIES:

- Provide leadership throughout the district for the effective use of technology
- Assist in the development, implementation and ongoing revision of the district's technology plan
- Direct the development and implementation of plans for the acquisition and maintenance of infrastructure and computer-related hardware and software
- Develop and maintain an inventory of district-owned hardware, software and related equipment and materials
- Assist in the development of a technology budget
- Recommend and procure computer hardware and software
- Serve as a role model for and ensure the safety of students and staff
- Coordinate with service providers, media specialists, META/EMIS personnel and others (ex. Dell, Progress Book Suite)
- Participate in the development of policies and procedures related to technology
- Serve as coordinator of the district USAS E-rate process
- Shoot, edit and upload district videos
- Other duties as described in Job Description
- Supervisor of Technology Employees

SALARY RANGE: \$80,9025 - \$104,124 – 250 days

DISTRICT: Fairborn City Schools

COUNTY: Greene

APPLICATION DEADLINE: Until filled

APPLY TO: Sue Brackenhoff
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