

**Lower School Technology Integration Specialist**

**& Design Lab (D-lab) Teacher**

Trinity Episcopal School seeks a dynamic and innovative Technology Integration and Design Lab Specialist to join our Lower School division. This individual plays a crucial role in fostering a culture of creativity, critical thinking, and digital literacy among students in grades K-4. The ideal candidate will have a passion for technology, expertise in educational technology tools and platforms, and a commitment to integrating technology seamlessly into the curriculum.

Trinity Episcopal School is an inclusive, forward-thinking, faith-based PK-8 independent school that meets each student where they are to nurture the whole child’s academic, social, physical, emotional, and spiritual growth. Trinity is located in West Lake Hills, close to downtown Austin, Texas.

**Our Mission:** At Trinity Episcopal School, we will nurture each child academically, physically, emotionally, and spiritually. We will honor each child’s spirit for learning and life, ever mindful that we are all children of God.

**Overview of position:** The Lower School Technology Integration Specialist is charged with overseeing all aspects of technology teaching and instructional technology usage in the Lower School (grades K-4). The central mission of their work is to ensure students are learning key skills and mindsets and that technology is being used effectively to leverage student learning across the disciplines taught in the Lower School.

The Technology Integration Specialist holds responsibility for the direct teaching of digital literacy skills and works in a leadership capacity to ensure effective integration of technology skills/concepts and design thinking across the division. They purposefully promote technology integration in accordance with the National Education Technology Standards.

**Responsibilities**

* As a leader and member of the PK-8 Library, Research, and Technology department, the technology integration specialist (TIS) helps to meaningfully embed technology and digital citizenship instruction into the academic curriculum, implement and facilitate pedagogically sound technology initiatives and practices, and are responsive to new external drivers (e.g. disruptive shifts) of technology, media, and communication both in professional practice and instruction.
* As a technology specialist, the TIS collaborates with faculty on the needs of both students and teachers as it relates to our 1-to-1 iPad program; consults with the IT department and school administration to provide recommendations for the selection, acquisition, and evaluation of technologies in all formats; and shares expertise on the ethical use of digital tools.
* As an instructional partner, the TIS works with the Lower School (LS) teachers and other educators to build and strengthen their instructional practice, curricular content, learning outcomes, etc. through the integration of technology, creation of digital classroom spaces, and implementation of innovative tech tools.
* The TIS works in the capacity of a teacher, empowering students to become critical and trans-disciplinary thinkers; enthusiastic tinkerers and problem-solvers; and safe, responsible, and ethical users of digital media and tools.
* The TIS maintains the design lab; co-teaches the d-lab/rary course as part of a collaborative Library-Research-Technology department with a specific focus on ensuring opportunities to teach technology and design skills and concepts within the structure of this distinctive and integrated course
* As a member of a dynamic and caring faculty, the TIS and D-Lab teacher helps ensure that all students make academic and social progress in accordance with our school’s mission and core values.
* The TIS promotes effective collaboration and communication among staff, parents, and the community using digital tools such as class websites, digital portfolios, etc.

**At Trinity, our faculty**

* seek knowledge of current instructional theories as a commitment to understanding and professional growth
* demonstrate a vast repertoire of effective and engaging instructional strategies that meet the needs of all students
* hold high – but not uniform – expectations of all students
* maximize instructional minutes
* model, teach, and expect age-appropriate disciplined behaviors in a way that is mission-consistent and respectful
* meaningfully and personally engage with all students
* actively support colleagues
* positively and actively contribute to the life of the school
* collaborate with parents in the best interest of the students
* understand and respect the principal qualities of an Episcopal school
* respect and seek understanding in all facets of diversity

**Qualifications**

* A bachelor’s degree or higher from an accredited school; master’s degree (or professional certification) in instructional technology and/or curriculum and instruction preferred;
* Strong interpersonal skills and ability to collaborate with teachers across the lower school division;
* Superior teaching skills, excellent character, and a proven legacy of outstanding classroom performance working with children in grades K-4;
* Expertise and interest in teaching STEAM lessons and projects in a collaborative learning space;
* Attention to detail and thoughtful care essential to maintaining a well-organized, welcoming, and functional Design Lab
* Knowledge, experience, and leadership skills to provide ongoing training, professional development, inspiration, and support of the Trinity community with regard to the use of educational technology instruction and tools
* Forward-thinking, intentional, and enthusiastic approach to education with the ability to anticipate future obstacles and find ways to continually retool to meet challenges
* Excellent writing skills and strong verbal communication skills are expected.
* The ability to be an innovative, collaborative, and positive member of the faculty is required.

**To apply**  
Resumes and letters of application should be sent to Human Resources at Trinity Episcopal School, 3901 Bee Cave Road, Austin, TX 78746, or by email to employment@austintrinity.org. Applications will be reviewed upon receipt and accepted until the position is filled.

Trinity Episcopal School invites all qualified individuals who share our core values to apply for faculty positions. All faculty members must be able to support Trinity’s mission as a Christian school.

Trinity Episcopal School provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

Trinity Episcopal School complies with applicable state and local laws governing, non--‐discrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.