



# Steel Valley School District

## EMPLOYMENT OPPORTUNITY

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### Director of Technology

Interested candidates should forward a letter of interest and resume to [hrsupport@steelvalleysd.org](mailto:hrsupport@steelvalleysd.org)

***CLOSING DATE TO APPLY IS NOON ON MARCH 1, 2024***

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#### Qualifications:

- Master's degree and/or equivalent experience
- Successful experience working in an educational environment
- Strong computer background in hardware, software and network operations
- Excellent organizational, interpersonal, oral and written communication skills
- Customer service oriented with the ability to communicate effectively with all stakeholders, both orally and in writing
- Ability to multitask, meet challenging deadlines, problem solve and make independent judgments
- Strong teamwork, analytical and supervisory skills are required
- Current knowledge of applicable state and federal laws, rules and regulations regarding school technology systems
- Successful administrative/supervisory experience
- PA Teacher certification preferred

#### Description:

Steel Valley School District (SVSD) is seeking candidates who possess excellent interpersonal skills, the desire to work with energetic and engaging students, and the ability to relate well within the school community. SVSD is committed to diversity in our workplace and welcomes the opportunity to consider all candidates. SVSD is seeking to appoint a Director of Technology to plan, administer, and supervise the implementation, operations, maintenance, and support of all information technology (IT) within the district, including but not limited to all technology systems that support instructional services and programming, building and districtwide security, and management of district data.

Seeking a highly-skilled and progressive educational leader who possesses the comprehensive technological leadership skills necessary to ensure that the school district's technological infrastructure consistently supports the district's curriculum, professional development, administrative, and management systems. The successful candidate will demonstrate the ability to lead individuals and initiatives, to work cooperatively and effectively with others, to be an active member of a cohesive administrative team, and to collaborate with the leadership team to develop a vision for the district technology department including the identification and implementation of short term and long-range systemic technology initiatives. Specifically, the successful candidate will:

- Develop, implement, and sustain processes that innovate the district's IT systems and department.

- Assume responsibility for the operation, administration and maintenance of all central systems, servers, and network databases, essential to the instructional, administrative, and management processes of the district.
- Maintain backup procedures for reliable data storage and recovery.
- Maintain a working knowledge of all standard district end-user software and applications including the student information system.
- Maintain the efficient operability of all network and internet services.
- Maintain technology equipment and systems (e.g. servers, telephone systems, intercoms, alarms, surveillance cameras, software applications, network) for the purpose of ensuring that systems are functioning properly and effectively in support of district administrative and educational operations.
- Implement comprehensive maintenance and security plans for desktop, server, and network technology as well as safeguards information technology and its associated data from unintentional and malicious damage, loss, and use.
- Oversees, supports and assists with cybersecurity initiatives.
- Coach and model effective use of technology tools and resources in collaboration with teachers and district leaders to continuously assess student learning and technology literacy.
- Create technology budgets and expenditures within budget and complete budget assessments and requests.
- Supervise assigned personnel, conduct annual performance appraisals, make recommendations for appropriate employment actions, and provide staff development training for all assigned staff.
- Coordinate and implement the district's educational technology plan to support curriculum, technology training and management of resource allocations.
- Serve as a liaison with the curriculum and instruction departments to build relationships in order to support the learning goals and strategies.
- Facilitate the district's digital transition toward mobile learning initiatives, special technology-enhanced programs, personalized learning methodology, and IT curriculum integration in grades K-12.
- Complete all other responsibilities assigned by the Superintendent.

### **Terms of employment:**

Administrator position to be determined in accordance with the Act 93 Agreement. Position to begin on July 1, 2024.

If you are an external candidate and you are offered a position with the Steel Valley School District, please be advised that the following information will be required before you are able to begin working:

- State Police Clearance (Act 34)
- Child Abuse Clearance (Act 151)
- FBI Fingerprints (Act 114)
- School Health Record - includes physical, TB test and drug screening
- PA Sexual Misconduct/Abuse Disclosure Release - A separate form must be completed for:
  1. Current employer; and
  2. All former employers that were school entities; and
  3. All former employers where you were in a position that involved direct contact with children.