

## Junior Technology Integration Coordinator

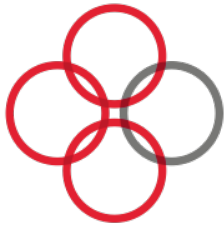
The Swiss International Scientific School in Dubai is a leading day and boarding school where future generations are inspired to become confident and enthusiastic life-long learners, ready to embrace the opportunities of a global world. Our school follows the full continuum International Baccalaureate (IB) programme in English with additional languages or in two bilingual English-French and English- German streams. SISD is an IB Continuum World School authorised to offer and teach the IB Primary Years Programme (PYP), IB Middle Years Programme (MYP) and IB Diploma Programme (DP).

Our unique curriculum offers an engaging learning experience, the challenge of developing a real understanding of cultural diversity and the support of a thriving international community. Our large eco-friendly campus ensures that we can offer a wide range of sporting facilities that make the most of our location adjacent to Dubai Creek.

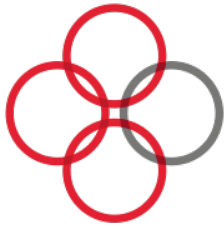
<b>Job title</b>	Junior Technology Integration Coordinator	<b>Department</b>	Primary School
<b>Start date</b>	August 1, 2018	<b>Location</b>	Dubai, UAE
<b>Reports to</b>	Head of Technology Innovation	<b>Position(s) supervised</b>	None

<b>Job Scope</b>	The Junior Technology Integration Coordinator will work in collaboration with the teachers, curriculum leaders and the school leadership team to drive the integration of technology into classrooms across the Primary school.
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<b>Main Duties and Responsibilities</b>	<p><b>Digital Education</b></p> <ul style="list-style-type: none"><li>• work alongside teachers to enhance the integration of ICT into their classrooms</li><li>• provide professional development to teachers on the integration of ICT into teaching and learning</li><li>• participate in whole-school ICT curriculum development</li><li>• assist teachers to enhance the engagement with the parent community through technology (e.g. blogs, Edmodo, etc.)</li><li>• assist in developing school policies related to technology</li><li>• conduct data collection related to the quantity and quality of technology use in the school</li><li>• provide parent-training sessions on a range of ICT topics</li></ul>
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	<ul style="list-style-type: none"> <li>• work with the school’s IT department to ensure ICT systems are fully utilized in classrooms</li> <li>• participate in planning, development, communication, implementation and evaluation of the school’s technology vision for the high-quality and integrated use of technology in teaching and learning</li> </ul>
<b>Key Relationships</b>	
<b>Internal</b>	Teachers, Students, School Leadership team
<b>External</b>	Parents, Suppliers
<b>Position Requirements</b>	
<b>Education</b>	<ul style="list-style-type: none"> <li>• Technology related Degree</li> <li>• Professional Teaching Qualification</li> </ul>
<b>MUST HAVE SKILLS</b>	<ul style="list-style-type: none"> <li>• Native English speaker</li> <li>• Proficiency in a second language such as French, German and/or Arabic preferred</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• 1-2 years K-12 ICT coaching experience, including coding, robotics and STEM topics.</li> <li>• Working experience with Apple, Google or Microsoft education suite of products is a plus.</li> </ul>
<b>Competencies</b>	<ul style="list-style-type: none"> <li>• Demonstrate professionalism, commitment, integrity, strength of character and perseverance</li> <li>• Inter-culturally aware with well-developed interpersonal skills</li> <li>• Exceptional leadership and communication skills</li> <li>• Innovative, highly motivated, resourceful, flexible, self-starter</li> <li>• Able to inspire others and passionate about being part of the start-up team</li> <li>• Inspiring trust and confidence in students and colleagues</li> <li>• Outgoing and enthusiastic</li> <li>• Show a strong work ethic</li> <li>• Committed to ensuring high standards of teaching</li> </ul>
<b>Additional Requirements</b>	<ul style="list-style-type: none"> <li>• IB curriculum experience a bonus</li> </ul>
<b>Salary &amp; Benefits</b>	The salary and benefits package is competitive, will be commensurate with the qualifications and experience of the successful candidate and is in line with UAE Labor Law.
<b>Contract</b>	Unlimited on DHCC Free Zone
<b>Application</b>	Candidates are requested to submit the following documents:



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- Cover letter addressed to the Head of School, no longer than two pages, explaining your strengths as a candidate and why you are interested in this particular position
- Current CV / resume not to exceed two pages with passport size photo
- A list of 3 professional referees with current contact details (position, phone number and e-mail address) not older than 5 years

Please send your application to: [hr@sisd.ae](mailto:hr@sisd.ae)

SISD is committed to safeguarding and promoting the welfare of all of its employees and students. A police check is a pre-requisite for all appointments.