

**TECHNOLOGY INTEGRATION SPECIALIST
(Group of Active Classes)**

ASSISTIVE TECHNOLOGY INTEGRATION SPECIALIST	16210
INSTRUCTIONAL TECHNOLOGY INTEGRATION SPECIALIST	16211

Definition

As an internal consultant on the application of current and emerging technologies, assists staff divisionwide in integrating multi-media, instructional, or assistive technology into the learning process. Determines best set-up and technology application for the customer's needs. Assesses proposed technologies to determine the degree to which it will integrate with existing technologies. Trains staff in the use and application of new multi-media, instructional or assistive equipment and technologies; and performs related duties as required or assigned.

Typical Tasks (illustrative only)

Performs one or more of the following sets of activities:

Assistive Technology Integration Specialist:

Reviews and writes technical specifications for new instructional, or assistive equipment/software contracts; determines if proposed equipment/software will integrate effectively with existing technologies and systems; resolves equipment and integration problems associated with instruction; consults with staff concerning the logistics and technical needs for instruction; interprets current trends, planned Fairfax County Public Schools (FCPS) initiatives, and available resource data to assist senior staff in planning and implementation of special education technology initiatives; leads or assists in the development, management, or evaluation of assistive programs and/or products; develops and maintains relationships with special education hardware manufacturers, software developers, and product vendors; coordinates efforts with the technology assessment section of the Department of Information Technology and the technology services section of the Instructional Services Department; maintains and configures instructional technology services computer labs, desktop computers, and laptops; represents office on multi-departmental committees. Coordinates efforts with the Instructional Services Department and Department of information Technology to assure that special education technology and equipment and software are incorporated into interdepartmental initiatives.

Instructional Technology Integration Specialist:

Collaborates with a team of educational specialists to develop and improve instructional systems; evaluates instructional technology products; oversees the testing processes for all Curriculum Assessment Initiative applications, including Aspire, Blackboard, and the curriculum repository; manages the improvement and implementation processes for assigned applications; maintains the ABACUS database; provides training and support to educational specialists and teachers using various hardware and software applications such as eCART and ABACUSxp and troubleshoots difficulties encountered by users; manages the curriculum database, inputs, edits, and works with technology staff to input the curriculum into the ABACUS developmental server; evaluates and stays current on upgrades and changes of instructional technology software; provides technical guidance to staff in the development of standards for installation and configuration for FCPS instructional software; advises staff on technical capabilities of desktops for use in an instructional environment; develops and maintains relationships with hardware manufacturers, software developers, and product vendors; coordinates efforts with the technology assessment section of the Department of Information Technology and the technology services section of the Instructional Services Department collaborates with appropriate educational specialists in the identification of solutions to technical issues for instructional software; maintains hardware and software resources to support the Instructional Services Department initiatives; and ensures that schools receive quality tools for assessing student knowledge and supplying instructional resources to teachers; coordinates the needs and schedules for upgrades and enhancements to the repository; and develops/provides data reports/metrics from the various supported systems (Abacus, eCART/curriculum repository).

Supervision Received/Given

Receives general supervision from a manager or coordinator. May supervise lower-graded employees, as assigned. May provide guidance and assistance to full-, part-time, and/or hourly employees, as required.

Education/Experience/Skills

Any combination of education and experience equivalent to a bachelor's degree in computer science, information/instructional technology, or a related field, plus five years of progressively more responsible work experience field of specialization (i.e. assistive technology, instructional technology and systems, or video and multimedia production technology), one year of which shall have been as a lead worker or trainer. Can demonstrate knowledge of technical specialty (assistive technology, instructional technology and systems, or video and multimedia production technology). Can demonstrate knowledge of bids and contract procedures to include software and/or instructional equipment authoring; ability to operate and evaluate assigned training/instructional equipment, software, and or hardware; ability to train; and ability to communicate effectively, both orally and in writing.



Established: November 2007