



Springfield Ball Charter School
A place where children are the priority

Notice of Vacancy
July 19, 2016

The Springfield Ball Charter School is accepting applications for a Full-Time Technology Specialist for the 2016-2017 school year. Springfield Ball Charter School is a school of choice for all District 186 students, K through 8th grade. The main focus of the school is on literacy, numeracy, multiage grouping and staff professional development. The involvement and commitment of the faculty, staff and parents are significant and contribute to the school's success.

Title of Vacancy: Technology Specialist
Location: Springfield Ball Charter School
Contract Period: 2016-2017 School Year

Requirements/ Qualifications:

1. Valid Illinois Professional Educator's License
2. Teaching experience integrating technology into classroom instruction preferred.

Responsibilities:

1. Repairs, reconfigures, assembles, integrates, and tests basic and complex systems, configurations and networks;
2. Assists with the evaluation of functional capabilities of proposed new, small computer systems which may include mobile computer terminals, wireless network; and computer lab systems;
3. Develops and maintains inventory of computer and/or telecommunications-related equipment and peripherals, hardware and software;
3. Assists in analyzing systems needs and recommendations, and conducting systems analysis, computer and/or telecommunications system configuration planning and training;
4. Conducts technical training for faculty and staff;
5. Plan and implement a computer-related curriculum, age appropriate for teaching technology to students in elementary grades K-8;
6. Assist teachers in the development of instructional strategies involving technology;
7. Installs and maintains fixed telecommunications routers, switches, and fixed or mobile end-user devices;
8. Provides first level end-user support in areas such as printing, network logons, office software applications and end-user device troubleshooting;
9. Maintains and updates school website as required working closely with front office, faculty sponsor and students to provide updated content information and resources.
10. Demonstrates continuous effort to improve operations, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service;

Filing Date Deadline: July 29, 2016
Effective Date: August 8, 2016
Salary: Commensurate with experience.
Benefits: Personal/Sick Leave-

Please refer all communication to:
Cover letter, resume and three professional references.

Mr. Matthew Fraas
Principal
2530 E. Ash St.
Springfield, IL. 62703
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