

## **MLTI 21<sup>st</sup> Century High School Teacher Tools and Resources Teacher Leader Job Description**

Teacher leadership is critical to the successful implementation of technology use in “whole school capacity building” to increase student and educator learning. It is recommended that each school designates a “lead teacher” (a classroom teacher with influence and power) that has the respect and confidence of their own colleagues in the classroom.

### **The "Requisite skills" will concentrate on:**

**Leadership** - Includes skills, knowledge, and sensitivities relevant to moderating discussion and decision-making, as well as some familiarity with different types of governance structures in schools and other organizations.

**Grasp of issues in Change** - Some knowledge of the history of school reform movements, managing change strategies and the prevailing resilience to change.

**History of the Integration of Technology** - Insight regarding issues surrounding the link of learning and technology, including some experience in discussion of controversial issues and the negative literature.

**Content and Assessment** - An appreciation for the richness and diversity of content accessible through technology, and the power of technology to both broaden the methods of instruction and the modes of assessment.

**Data Collection** - One of the responsibilities of the Teacher Leader will be to work with the principal to build the collection of artifacts from all educators in the school. At the Fall 2007 Regional Leadership Team Meetings, each school will be provided with a NoteShare notebook outline, serving as a guide to the collection of these artifacts.

In September or early October 07, an online survey must be completed by each educator who receives a MacBook. The teacher leader will assist the principal to ensure that these surveys are completed in a timely manner. The surveys will serve as baseline data. Further surveys will be collected at the end of year one, during year 2, 3, and 4.

### **Other qualities:**

- Advocate and communicate for and about the program
- Vision for the use of technology in education
- Change agent – risk taker

### **Job Description:**

- Work collaboratively with the building principal to build capacity.
- Keep project focused on teaching and learning within the context of real classrooms. The project needs to be focused on the building based teaching and learning goals. If not already determined, then the preference would be around numeracy and literacy, and 21st Century Skills.

- Act as contact person for notification of learning opportunities.
- Collect baseline data in the building including strengths, needs, challenges and local resources.
- Help staff analyze data to make decisions.
- Support colleagues by providing information, mentoring, cognitive coaching, modeling, and facilitating meetings, and problem solving around project.
- Focus on this project for a period of at least one year, including an action plan.
- Develop a culture of discussion of relevant issues - "Schools that learn are schools that talk".
- Work with school administrators, technology coordinators, curriculum coordinators, and other school system personnel in implementing the MLTI with a sensibility to the status and needs of the teachers
- Understand the demands and constraints of being a classroom teacher. The person is able to advocate for students and staff.

**Stipend:**

The stipend is \$1,000.00 for one year to be paid by the MLTI directly to the Teacher Leader. MLTI can ensure that funds will be available for the 2007-2008 school year, and will support the cost of one teacher leader per school.

**Process For selection:**

Teachers should notify building principal of their interest with a letter from that teacher that includes their interest in the position, their qualifications, and their vision for this work.

Using a collaborative model of selection, principals will notify Laura Brown, MLTI Project Assistant, by [email](#), of the name, email address, and phone number of their school's choice for Teacher Leader.

Please send a second [email](#) to Laura Brown, with an attached letter from the Teacher Leader that states their interest, qualifications, position at the school, and their vision for this work with MLTI, on or before Friday, September 28, 2007.