



AMADEUS
International School
VIENNA

AMADEUS International School Vienna

Application Package: Educational Technology Coordinator with the possibility of teaching MYP Design (f/m/d) – Full time

Contract Date:	3 rd October 2022
Application Closing Date:	30 th September 2022
Employment:	Full-time

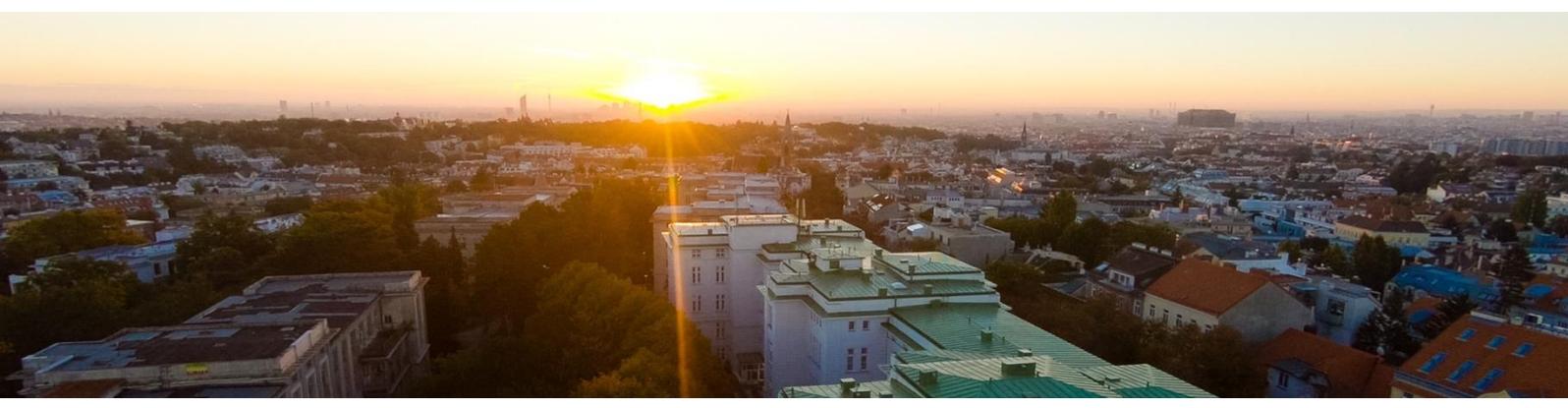
AMADEUS INTERNATIONAL SCHOOL VIENNA is a young, unique and dynamic IB World School (PYP, MYP, DP and Career-related Programme) located in heritage listed buildings on a beautiful campus in Vienna. We strive to create a strong sense of community, which allows students to discover their talents during the education process. With a strong commitment to creativity and performance throughout the school, AMADEUS has affiliated Academy of Music and the Arts. Our excellent boarding facilities host students from around the world as part of a school community of more than 50 nationalities. Our family-style boarding houses build a sense of community and cater for both boys and girls between Grades 6 to 12. Our School has a 1:1 device programme with iPads for G1-8 and macbooks from G9-12.

At AMADEUS International School, we intend to use technology first and foremost 'as an amplifier for learning, creating, making, connecting, communicating, collaborating, and problem-solving' (Richardson & Dixon 2017, p.7). Technology will assist students and teachers alike in creating work that is complex, beautiful, and meaningful (p. 14). Whilst we embrace the opportunities that it creates for making teaching more efficient, we do not think of it primarily as a teaching tool. In other words, the focus is more on the constructionist, and less on the productivity, potentials of technology.

KEY RESPONSIBILITIES (Educational Technology Coordinator)

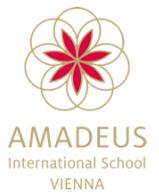
The Educational Technology Coordinator at AMADEUS International School Vienna will be expected to undertake the following responsibilities in collaboration with the Primary and Secondary School Leadership Teams, and the IT department:

- Drives the School's technological strategy throughout the organisation in line with the AMADEUS' technology manifesto
- Administrators of school data management systems (primarily ManageBac and iSAMS)
- Trains students and faculty in the use of software and the school information systems, and is the go-to person for questions relating to their use
- Oversees the distribution, management, and collection of school-owned technology made available to students, and promotes a responsible ownership culture
- Liaises with Admissions, the Primary and Secondary School Leadership Teams, the School Office, and the IT Department to maintain the accuracy of all student data
- Coordinates and answer queries from students, teachers, and parents regarding technology
- Coordinates the software and app assessment and procurement processes from a curricular point of view with faculty and the ICT team
- Advises and delivers training for teachers on the use of relevant new technologies and software
- Supports digital integration into pedagogical practices, and promotes student learning using technological means
- Liaises between teachers and ICT for the purpose of optimizing the use of educational technology
- Takes a leadership role in developing and implementing the school's plan for instructional use of technology
- Is responsible for training and assisting teachers in integrating educational technology in the classroom to improve student achievement



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KEY RESPONSIBILITIES (Design Teacher)

- Works closely and collaboratively with the academic team to ensure the effective delivery of high-quality teaching and learning and development a relevant, challenging, and rigorous, IB MYP curriculums
- Plans and delivers lessons in the relevant subject area
- Creates inquiry-based classrooms that develop critical thinking skills, knowledge and a range of skills within an environment based on trust and respect
- Selects relevant resources and digital tools to support and enhance learning
- Develops appropriate assessment tasks, provides timely and effective feedback that enhances pupils' learning
- Communicates effectively with students, parents and colleagues
- Takes an active part in the life of the school through attendance at parents' meetings, school events and Professional Development as required
- Contributes his/her skills and talents to the school's after school activity (ASA) program
- Contributes his/her skills and talents to the Boarding program

REQUIREMENTS

Essential:

- Bachelor's/Master's Degree and secondary teaching qualification that fulfills the requirements of the Austrian authorities to teach MYP Design
- Subject and pedagogical expertise in Design
- Apple distinguished educator / Google educator
- Familiarity with various teaching resources including, where appropriate, digital tools to support and enhance teaching and learning
- An appreciation of the IB Philosophy
- Epitomises the School's definition of Educational Distinction

Desirable:

- Previous experience of teaching the IB MYP (IB training - Category 1 or 2)
- Competent operating school-based information management systems
- Ability to teach robotics and/or coding
- Problem solver and innovator; a sense of humor
- Valid First Aid Certificate (within the last two years)

WHAT WE OFFER

- A welcoming and inclusive work environment with a sense of mission and community
- Long-term employment in an international company as well as other positive benefits
- Attractive working environment within an open and warm community
- The salary, depending on qualifications and experience, follows the current salary scale with a minimum gross monthly salary of 3,220.00 EUR (14 times a year) for an employment based on a full-time equivalent
- Complementary lunch during the school year

HOW TO APPLY

AMADEUS Vienna follows international best practice Child Protection and Safer Recruitment processes. Candidates must be prepared to undergo child protection screening (police records) and appropriate pre-employment/reference checks.

If you are interested in being part of our dynamic international team, please send your full application (including CV, cover letter, photo and references) **all in PDF** with the subject **Educational Technology Coordinator** to jobs@amadeus-vienna.com

Thank you for understanding that only shortlisted candidates will be contacted.

