



**Technology and Innovation Teacher  
Grades 1-5  
Part-time  
Job Description**

Green Hedges School seeks an experienced part-time Technology and Innovation teacher for the 2022-2023 school year. Green Hedges is a private independent preschool through Grade 8 school with approximately 185 students. The School is located in Vienna, VA, which is fourteen miles west of Washington, DC.

**Requirements:**

- Undergraduate degree or in progress in technology or education related field
- A high level of energy and strong, positive classroom presence
- Excellent time management and organizational skills
- Initiative and ability to collaborate
- Significant experience working with technological platforms used in distance learning and a readiness to adapt to possible changes in learning settings

**Responsibilities include but are not limited to:**

- Teach Grades 1-5 Technology classes and collaborate with teachers to integrate innovative instruction into the classroom
- Develop and regularly update an engaging and innovative curriculum that focuses on developing skills that encourage personal productivity, creativity, critical thinking, coding and collaboration in the classroom and in daily life
- Research and evaluate new hardware and software needs to enhance the technology curriculum
- Communicate with parents about technology happening in the classroom
- Assist with In-Service training for employees and students (Acceptable Use Policy, essential tools, Google Apps, Web Filter, Classroom Technology, etc.)
- Other duties as assigned.

**Reports to:** Assistant Head of School

***Interested candidates should submit  
1) letter of interest, 2) three references, and 3) resume to:  
hr@greenhedges.org***

*Green Hedges School is committed to equal employment opportunity. The School does not discriminate against employees or applicants for employment on any legally recognized basis including, but not limited to: veteran status, race, color, religion, sex, national origin, age or physical or mental disability.*