Sacramento County Office of Education Job Description
Classification Title: Curriculum Specialist, Computer Science

DEFINITION

Under general direction, develops, coordinates, and delivers professional development and learning, instructional support services, and coaching for educators in Computer Science to schools and districts; assists school sites and districts with the expansion of ICT pathways at the secondary level, and consults on the integration of Computer Science with Mathematics and Science curriculum at the K-12 level.

DIRECTLY RESPONSIBLE TO

Appropriate administrator

SUPERVISION OVER

Professional, technical, and clerical personnel as assigned

DUTIES AND RESPONSIBILITIES

(Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found in positions within this classification.)

Supports school districts in the development of individualized plans to integrate innovative learning and Computer Science into classrooms and core curriculum; supports equitable access to digital learning opportunities for all students; develops, facilitates, and provides Computer Science professional learning opportunities and coaching for K-12 teachers; identifies, develops, and consults on K-12 Computer Science curriculum and resources; promotes the integration of Computer Science with Mathematics and Science curriculum; facilitates the development of a regional comprehensive plan that supports district implementation of California K-12 Computer Science standards and secondary Career Technical Education in ICT; trains educators to grow and support communities of practice and facilitates the development of a regional computer science community of practice; collaborates with educational, industry and community partners to establish, promote, expand and maintain Computer Science pathways; assists pathways in outreach and recruitment activities to reach Computer Science implementation goals; assists in grant development, application and implementation; collects program data, prepares reports and maintains records; directs and supervises the work of assigned staff; performs other related duties as assigned.

MINIMUM QUALIFICATIONS

Education, Training, and Experience
Possession of a valid California teaching credential authorizing instruction in Computer Science that is based on a bachelor's degree and student teaching; business or industrial technology education credential preferred; Administrative credential desirable; experience implementing the California K-12 Computer Science Standards; experience providing K-12 instructional support, coaching and mentoring teachers, and integrating Computer Science content into math and science curriculum; grant writing and experience collaborating with educational, industry and community partners to establish, promote, expand and maintain Computer Science pathways desired.

Knowledge of:
California K-12 Computer Science Standards; Common Core state standards and curriculum frameworks, curriculum adoption, high school courses of study, college coursework and career options within Information and Communication Technology; Computer Science pedagogy and instructional methods; current research trends in Computer Science and CTE; knowledge of the International Society for Technology Education Standards; integration and use of technology in the delivery of instruction; principles and best practices related to educational data collection and data-driven decision making; effective instructional strategies and models; principles of professional development and training; grant implementation and reporting; monitoring and evaluation methods; standard software applications and video-conferencing platforms;.

Skill and Ability to:
Plan, develop, coordinate, and deliver professional learning activities and educator coaching; facilitate communities of practice; provide positive leadership; engage staff and stakeholders in collaboration, team participation, creative problem solving, conflict resolution, and group planning; develop measurable goals and objectives, set priorities, and evaluate progress toward achievement; organize and prioritize work; exercise a high degree of judgment and utilize various strategies in working with a variety of people; model strong interpersonal skills necessary to work cooperatively and effectively with individuals and groups from diverse backgrounds; communicate effectively in oral and written form; effectively transmit knowledge and skill to others; integrate the use of technology to enhance job performance; supervise and manage the work activities of assigned staff; develop and document processes and procedures, collect and analyze data, and maintain accurate and accessible records.

Other Characteristics
Possession of a valid California driver's license; willingness to travel locally using own transportation with mileage reimbursed and willingness to travel within the state as required.

1/2021