

MEDIA INTEGRATION AIDE

Greater Lowell Technical High School, located on a beautiful campus in Tyngsboro, MA, is seeking a skilled Media Integration Aide to support library users with the integration of technology in learning. Our library collection, one of the largest and most comprehensive in a technical secondary school in the country, covers a variety of subjects that support our school's academic and technical programs. Our environment is designed to promote learning whether that is individual or in groups. Reporting directly to the Director of Library Media Services-Professional Development, the Media Integration Aide will: assist in the integration of the computer and instructional technologies into all areas of the school curriculum; will assist in the integration of the computer resource center into the operation of the media center including media/video retrieval applications; will collaborate with the instructional media center staff on school-wide activities including video projects, identification badge system and other professional development initiatives, and perform other related tasks as required. Qualifications: Associate's degree or higher, experience working with high school students and faculty required; experience with Windows operating systems, internet, instructional software and hardware, electronic databases, online services and multimedia applications required. Google Suite and SMART Notebook experience preferred. Application process: an employment application form is available at <https://www.gltech.org/domain/39> under the Human Resource Department tab. An application with resume, cover letter, 3 letters of recommendation written within the past 5 years, a copy of college transcripts will be accepted by email: ktierney@gltech.org or acanavan@gltech.org or by mail: Human Resource Office, 250 Pawtucket Boulevard, Tyngsboro, MA 01879, or apply via SchoolSpring at: <http://www.schoolspring.com/job?3417114> Salary: \$54,251 annually; 12 month position, 37.5 hours per week. Deadline to apply: January 5, 2021. EEO/504 employer.