

**FRESNO UNIFIED SCHOOL DISTRICT  
POSITION DESCRIPTION**

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<b>TITLE:</b>	Teacher, Specialist Mobile Computer Classroom	<b>REPORTS TO:</b>	Principal
<b>DEPARTMENT:</b>	School Site	<b>CLASSIFICATION:</b>	Certificated
<b>WORK YEAR:</b>	183 Days	<b>SALARY:</b>	Regular Teacher Salary

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**MINIMUM QUALIFICATIONS:**

Appropriate California credential to the grade or subject area  
Recent course work in microcomputer education.  
Three years of successful teaching experience, to include use of the microcomputer in the class  
Possess valid California driver's license, Class 3, and be qualified to obtain a Class 2 license within 60 days

**KNOWLEDGE AND ABILITIES:**

Ability to coordinate all phases of a mobile computer classroom (bus) operation  
Knowledge of instructional techniques and applications utilizing the microcomputer in education  
Knowledge of LOGO and BASIC  
Ability to provide direct assistance to teaching personnel in planning effective organization for instruction  
Ability to provide microcomputer in-service as needed to school personnel and community groups  
Ability to establish and maintain effective relationships with staff, students, parents, and the public contacted in the performance of duties  
Ability to speak and write effectively

**DUTIES AND RESPONSIBILITIES:**

Manage the Mobile Computer Classroom program  
Assist principal and classroom teachers in scheduling computer instruction  
Provide a standard program of computer instruction for designated students in the district's established computer literacy program  
Provide computer instruction for additional students when computer classroom time is available  
Provide in-service for faculty when requested by principal  
Available to showcase mobile classroom for open house, back-to-school night, and other special events

## **Certificated Job Description**

**TITLE - Teacher Specialist, Mobile Computer Classroom  
Elementary-Middle School Level**

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Provide on-site teachers with progress report upon completion of cycle

Offer a wide variety of instructional computer programs appropriate to the ages, abilities, and interests of pupils in the program

Provide instruction and practice for teachers in the use of the computer as a tool for classroom management and in a variety of CAI programs

Provide demonstrations for parents and the community

Drive the mobile classroom bus to desired locations

Maintain a maintenance schedule for bus in accordance with that provided by the Maintenance Department; deliver the bus to the Maintenance Yard accordingly

Maintain all computer equipment in accordance with district policy

Maintain the cleanliness of the mobile unit interior

Attend classes, workshops, and conferences related to computer education; maintain a personal professional library; participate in professional organizations

Duties and responsibilities may be added, deleted or changed at any time at the discretion of management

### **ACCOUNTABILITY:**

Person to whom responsible: Coordinator, Computer Education

Evaluator: Coordinator, Computer Education

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