

St. Barnabas Catholic School
Position Title: Computer Teacher
Part-Time

Position Summary

The Computer Teacher at St. Barnabas School provides instruction in computer literacy, digital skills, and responsible technology use for students in grades PK–8 while also supporting the effective use of technology throughout the school building. This position works closely with classroom teachers and Specials teams to enhance student learning through digital tools, support school technology systems, and help integrate technology across the curriculum. The ideal candidate is collaborative, solution-oriented, and passionate about helping both students and teachers use technology in meaningful and responsible ways within the context of Catholic education.

Key Responsibilities

Computer and Digital Skills Instruction

- Provide age-appropriate instruction in computer literacy and digital skills for students in grades PK–8
- Teach foundational skills including keyboarding, word processing, presentations, basic coding concepts, internet research, and digital organization
- Promote responsible digital citizenship, internet safety, and appropriate technology use
- Support student learning through the use of educational technology tools and platforms

School Technology Support

- Provide day-to-day support for classroom technology including Chromebooks, projectors, and instructional software
- Assist with basic troubleshooting and support for teachers and students during the school day
- Support school technology systems including FACTS and NWEA MAP backend support and reporting
- Help maintain an organized and functional technology environment for students and staff

Collaboration with Specials and Library

- Work closely with the STEM teacher, librarian, and Specials team to support interdisciplinary learning opportunities
- Collaborate with classroom teachers to integrate technology tools that enhance instruction and student engagement
- Support technology-based projects and activities connected to library and STEM programming

Student Leadership and Communication

- Coordinate and facilitate the school's student broadcast program (SBTV), including morning announcements
- Provide students with opportunities to develop communication, collaboration, and leadership skills through the broadcast program

Assessment and Differentiation

- Use a variety of instructional strategies and assessments to monitor student progress in digital skills
- Differentiate instruction to meet the needs of diverse learners across grade levels

Professionalism and Collaboration

- Work collaboratively with faculty and staff to support effective technology use across the school
- Participate in faculty meetings, professional development, and school events
- Uphold the mission and values of St. Barnabas School while maintaining professionalism and confidentiality

Qualifications

- Bachelor's Degree in Education, Educational Technology, Computer Science, or a related field
- Valid Ohio teaching license preferred
- Experience working with instructional technology in a PK–8 setting preferred
- Strong problem-solving, communication, and collaboration skills
- Ability to support both student instruction and teacher technology needs
- Commitment to supporting the mission of Catholic education