

Prince William County Schools

Instructional Technology Coach Candidate Portfolio Requirements

To complete this portfolio, please develop a website that includes documentation and artifacts to address the topics below. Please send the link to your portfolio to harazid@pwcs.edu.

1. Portfolio Element 1: Change Agent

Instructional Technology Coaches can be responsible for changing the culture of a school through their innovation and leadership. Write a personal vision statement on the use of technology to support student learning through coaching. Consider the following:

- a. What actions would you take through coaching to make your vision a reality?
- b. How will you be accountable for your work towards this vision?
- c. How will you ensure that your work is equitable and meets the needs of learners?
- d. How would you incorporate the vertical articulation of student learning with technology throughout your school as well as from your feeder schools? How will you get students from where they are to where they need to be for the next grade level or school?
- e. What resources will help you in your work? (people, organizations, offices/departments, etc.)
- f. As an instructional technology coach, how would you want teachers to describe the work you do?
- g. As an instructional technology coach, how would you want your administrator to describe the work you do?

2. Portfolio Element 2: Connected Learner

Many of our ITC's are active in professional learning groups to help deepen their expertise and serve as a model educator. ITCs have also developed their own strategies for keeping current in instructional practices, strategies, protocols, resources, and structures.

- a. How have you maintained a growth mindset?
- b. How do you stay current with instructional practices, strategies, protocols, resources, and structures?
- c. How do you currently connect with other educators?
- d. How will you better understand the learning needs of your staff and students?

3. Portfolio Element 3: Collaborator

ITCs must build trusting relationships with staff to be successful in transforming teaching and learning practices. Consider the following:

- a. What strategies will you use to build trust with colleagues?
- b. How will you promote the value of authentic learning experiences that focus on engagement and participation?
- c. How will you partner with educators to evaluate the efficacy of digital learning content and tools?
- d. How will you personalize support for your staff?

4. Portfolio Element 4: Learning Designer

ITCs work with staff to design learning experiences and environments to meet the needs and interests of all students.

- a. Share educational frameworks focused on instructional technology integration and engagement. How will these frameworks be used in your work as an ITC?
- b. Share your thoughts about impactful design practices that yield high levels of participation, motivation, and engagement.
- c. Share your thoughts about how you will work with educators to design accessible and active digital learning environments that ensure equitable access to learning.
- d. Share your thoughts and provide examples for the use of digital tools by students to address:
 - i. Creative thinking
 - ii. Communication
 - iii. Collaboration
 - iv. Critical thinking
 - v. Citizenship

5. Professional Learning Facilitator

Provide a sample professional learning session based on the results of a needs assessment or key design strategies for increasing engagement, motivation, and participation. Include:

- a. an agenda
- b. a defined plan for the session
- c. presentation materials
- d. your ideas for evaluating the learning of the adult learners

6. Digital Citizen Advocate

- a. Share how you would empower educators, leaders, and students to make informed decisions to protect their own personal data.
- b. Share how you would communicate positive digital citizenship practices with parents.
- c. How would you demonstrate that the inclusion of digital citizenship practices is not another thing for classroom teachers to teach? How can you support teachers to build digital citizenship into routine learning experiences?
- d. How will you promote a safe and secure learning environment and the use of digital tools?