



# MERION MERCY ACADEMY

## **Director of Innovation, Teaching and Learning**

Merion Mercy Academy, a leading independent Catholic girls' school outside Philadelphia, Pennsylvania, seeks a dynamic and student-centered educator versed in current trends, research, and emerging ideas in education to serve as the Director of Innovation, Teaching and Learning beginning July 2020.

The Director of Innovation, Teaching, and Learning is a highly visible, engaged, and collaborative leader who embraces the school's Mercy mission to promote a holistic education that encourages academic and personal excellence. The Director of Innovation, Teaching and Learning will have the vision, knowledge, and interpersonal skills to work with both faculty and students to help create a culture that embraces innovation, purpose, and a growth mindset.

Candidates must be team players with integrity, initiative, judgment, and problem-solving skills. The successful candidate will understand the role of social emotional learning in building culture and creating the conditions for change. Personal characteristics necessary for the position include positivity and enthusiasm for all aspects of school life; warmth and a good sense of humor; patience and persistence; and excellent communication skills.

Reporting directly to the Assistant Head of School for Academics, the Director of Innovation, Teaching and Learning will:

- in partnership with the leadership team, develop and coordinate a strategic vision for instructional innovation;
- collaborate with faculty to explore, implement, and assess innovative approaches to teaching and learning;
- collaborate with faculty to expand curricular offerings in the areas of coding, digital citizenship, media creation and literacy, STEM, and productivity tools;
- establish a scope and sequence of technological skills and knowledge for grades 9-12;
- supervise the computer lab and provide students and faculty "just in time" assistance for hardware/software issues;
- collaborate with the Assistant Head of School for Academics to design and implement faculty orientation, training, and evaluation;
- plan professional development to help faculty develop the toolsets, skill sets, and mindsets to leverage technology to advance collaboration, critical thinking, creativity, communication, and learning;
- assess the current investment in technology and develop a technology plan to advance strategic objectives;
- supervise students who are taking online courses and serve as liaison with online course providers;
- write grants for STEM and other initiatives;
- develop student programs and policies to foster digital citizenship and promote the responsible use of the internet;

- assess access to technology for students of all socio-economic backgrounds and develop policies to promote access to technology for all students;
- develop policies to promote the safety and privacy of students and faculty in online learning environment;
- pursue, establish, and maintain meaningful collaborative partnerships with external organizations that support and inspire transformative change; and
- work on other projects as needed.

Qualifications include

- A bachelor's degree in education, information technology, educational technology, or related field preferred with a master's degree preferred.
- 5+ years of teaching/leading in a 1:1 environment.
- Experience working with faculty in all disciplines to identify needs to advance student-centered learning.
- Experience facilitating large and small group professional learning for teachers.
- Evidence of successfully launching and maintaining innovative programs.
- Independent school/girls' school experience preferred.

Interested candidates should send a resume, cover letter, and statement of educational philosophy along with three professional references to Anne Gregg, Administrative Assistant to the Head of School, at [agregg@merion-mercy.com](mailto:agregg@merion-mercy.com).

***Merion Mercy Academy does not discriminate on the basis of race, gender, sexual orientation, or national and ethnic origin in the administration of its hiring practices.***