



Maumee Valley Country Day School

Position Opening: Media Specialist

Type: Full time faculty

Application Deadline: Until filled

Start Date: August 2018

Maumee Valley is the preeminent college preparatory school in Northwest Ohio. Founded in 1884, the school enables students to become enlightened, compassionate and contributing citizens of our global community, while preparing graduates for their best opportunities in higher education. It is the only secular, PS-12 independent school in northwest Ohio and boasts an accomplished and diverse student body, rigorous academic program, and impressive college profile. Traditionally, 100% of Maumee Valley graduates matriculate to four-year colleges upon graduation. A Maumee Valley education is Personal, Experiential, and Global.

Employment at Maumee Valley is more than a job. It is an opportunity to join a community of learners who seek challenge, commitment, and strong relationships. As an independent college preparatory school focused on offering a wide-range of experiences for students, our administrators, faculty, and staff fully engage in the life of the school.

Media Specialist

As technology, project and evidence-based learning is transforming classrooms, the modern library media center is changing from a confined space to one with fluid boundaries that are shaped by diverse needs and influenced by an interactive global community. The Maumee Valley Media specialist will provide the leadership, expertise, and advocacy necessary to maintain resources and services that promote all students' achievement and the development of global competencies that are fully aligned and integrated into the curricula and daily life of the school community.

Goals:

- Ensure that students and staff are effective users of ideas and information
- Empower students to be critical thinkers, enthusiastic readers, skillful researchers, and ethical users of information
- Instill a love of learning in all students and ensure equitable access to information
- Collaborate with classroom teachers and specialists to design and implement lessons and units of instruction, and assess student learning and instructional effectiveness
- Provide leadership and expertise necessary to ensure the media center program is aligned with

the mission, goals, and objectives of the school and is an integral component of the learning/instructional program

Key Responsibilities and Duties:

- Develop and maintain a collection of resources appropriate to the curriculum, the learners, and the teaching styles and instructional strategies used within the school community
- Evaluate, promote, and use existing and emerging technologies to support teaching and learning, supplement school resources, connect the school with global learning community, communicate with students and teachers, and provide access to library services during the time students are on campus
- Understand copyright, fair use, and licensing of intellectual property, and assist users with their understanding and observance of the same
- Collaborate with teachers and students to design and teach engaging inquiry and learning experiences and assessments that incorporate multiple literacies and foster critical thinking
- Develop a partnership with the Instructional Technologist to provide appropriate support to teachers in meeting the technology curriculum expectations
- Organize the collection for maximum and effective use
- Participate on committees and task forces as needed
- Sponsor student clubs and activities as needed

Skills and Competencies:

- Love of reading and lifelong learning
- Ability to establish rapport and work constructively with staff, students, parents, and community members
- Strong Communication Skills
- Flexibility
- Sense of humor

Credentials:

- At least 3 years experience in School Media Literacy or related work
- Demonstration of remaining current in professional practices and developments, information technologies, and educational research applicable to school library programs
- Bachelor's Degree in relevant field required; Master's Degree, relevant coursework, or relevant professional experience preferred

Background check:

All Maumee Valley employees and volunteers must agree to a comprehensive background check.

HOW TO APPLY:

Please email your documents in PDF format to hr@mvcds.org.

Documents needed: **MVCDS Application**, cover letter, resume, and three written professional letters of reference, and a copy of college transcripts.

Please use the title of the position in the subject line of your email.