



## BISHOP DWENGER HIGH SCHOOL

### Technology Integration Specialist

Bishop Dwenger High School is seeking a **Technology Integration Specialist** to support teaching, learning, and school operations through the effective use of instructional technology and school information systems. This is a full-time position, year-round, with summer hours.

*This role supports the mission of Bishop Dwenger High School to develop “Citizens of Two Worlds” who excel in spirituality, service, academics, and the active life while upholding the Catholic faith.*

#### Primary Responsibilities

- Support the day-to-day operation and maintenance of school technology systems, devices, and software
- Provide PowerSchool support, including data management, state reporting, and user assistance
- Troubleshoot hardware, software, network, and application-related issues
- Train and support faculty and staff in the effective use of technology tools
- Collaborate with teachers to integrate technology into instruction and enhance student learning
- Help plan and deliver technology-related professional development for faculty and staff
- Support teachers and the school in maintaining courses through the school’s Learning Management System (Canvas)
- Assist with technology onboarding for new teachers, transfer students, and incoming freshmen
- Support the planning, implementation, and ongoing improvement of school-wide technology initiatives, including a 1:1 learning environment
- Assist with end-of-term grade reporting, including preparing report cards through PowerSchool
- Maintain the current inventory of devices and technology related materials
- Assist with various event set ups and operations related to technology needs
- Perform other duties as assigned by Administration and the Technology Director

#### Qualifications

- Bachelor’s degree in technology, education, instructional technology, information systems, or a related field preferred
- Relevant experience in educational technology, technical support, student information systems, or school-based technology support preferred
- Experience with PowerSchool, Canvas, and other instructional technology tools preferred
- Strong communication, organization, problem-solving, and troubleshooting skills
- Ability to work collaboratively with faculty, staff, students, and administration
- Ability to learn new technologies and support others in their effective use
- Practicing Catholic preferred

**More info:** Contact Jake Bloom at [jbloom@bishopdwenger.com](mailto:jbloom@bishopdwenger.com)

**Start Date:** July 2026

**Apply At:** <https://secure7.saashr.com/ta/6168565.careers?ShowJob=587701983>