Whitchurch Primary School
Digital Leader Job Description

These are some of the responsibilities that you will have as part of the Digital Leaders team. These responsibilities will be shared amongst all of the Digital Leaders.

- Support the use of iPads and computers in school to support learning
- Share their skills and expertise with other pupils, classes and teachers.
- Assist teachers and other pupils in understanding coding applications.
- Set up equipment in classrooms for teachers.
- Update and monitor areas of the school website or school / class blog.
- Test and review new digital resources (websites, computer software, hardware or apps).
- Give ideas to teachers about future development of technology.
- Lead lunchtime or after school computing / iPad clubs.
- Support teachers in using technology in the classroom.
- Run or contribute to parents' meetings.
- Share expertise with other schools and at conferences.
- Have a good understanding of how to stay safe with technology and share that knowledge with others.
- Provide first line technical support in school.
- Attend occasional staff meetings to train staff.
- Create how-to video help guides.
- Attend training sessions when they are arranged both in and out of school.

You may also be asked to work with children from other schools on specific projects, as well as to help organise and support other out-of-school-hours activities. In order that you can perform the above roles, we will ensure that you have the relevant training and support to perform the role