Technology Trainer: Position Description

Position is from October 1, 2017 – September 30, 2018
Part time, 20 hours/week Independent Contractor
Grant-funded position, employed as an independent contractor at $15.00 per hour
Expenses for mileage, marketing, and budget to buy equipment for projects will be available

Primary responsibilities:

- Develop, plan, and lead a series of digital learning activities for middle and high school students in a weekly after-school club format.
- Mentor students in the program to help foster creativity, problem-solving, and independent learning by creating hands-on, student-driven technology projects.
- Provide hands-on technology tutoring, on-demand or by appointment, to patrons of all ages at each Adams County Public Library. Provide assistance with basic and intermediate computer and Internet skills, answer questions about consumer devices, provide troubleshooting, and offer step-by-step assistance in a one-on-one setting to patrons of all ages.
- Spend time researching, planning, and testing club projects in advance. Be open to suggestions and requests from participants for selecting and developing future projects.
- Develop projects or lead classes for groups of students of different ages and skills levels.
- Develop and offer classes on demand to groups, including homeschool groups, Boy and Girl Scouts, and 4-H clubs.
- Projects might include building projects based on Arduino or Raspberry Pi, creating an IoT device or robot, building with LEGO Mindstorm robot kits, learning coding with Sonic Pi, learning basic computer programming skills, experimenting with Makey Makey kits, building obstacle courses for Ollie bot, experimenting with a 3D printer, learning about computer hardware by building or disassembling equipment, and learning about Internet privacy and safety.
- Lead and mentor a student-driven advanced Minecraft club with an in-house server.

Expectations:

- Work closely with teens and middle school students, and serve as a mentor while encouraging participation, creativity, and input from student learners.
- Provide one-on-one computer instruction and support as time permits to library patrons of all ages. May be expected to provide computer instruction in senior housing or community centers.
- Work well independently, take direction, be creative and highly motivated, be willing to learn new skills, be flexible and willing to change plans to meet challenges or accept redirection.
- Schedule will be primarily in the afternoon, evening, and weekend. Schedule is negotiable.
- Work at all four Adams County Public Library, and provide reliable transportation.
- A BCI background check will be required, and will be funded by the library.

The Technology Trainer would report directly to the IT Specialist and the Executive Director. No benefits or paid time off are available for this position.