



Four Corners Regional Education Cooperative #1

Aztec Municipal Schools – Bloomfield Public Schools—Central Consolidated Schools—Farmington Municipal Schools—Gallup-McKinley County Schools—Zuni Public Schools—San Juan College

RECA – NM PED State Technology Initiative Four Corners Regional Education Cooperative #1 (REC-1) Contract Opportunity: Digital Learning Coordinator

Description of Services

The Digital Learning Coordinator will be responsible for (A) planning and providing professional development for teachers in the use of technologies, (B) providing 6 online training sessions, (C) managing a technology-enabled academic competition for students, (D) facilitating the Ed Tech Boost micro-credentialing program for local teachers, and (E) facilitating deployment of a student-run technology.

Services are provided to schools within the REC-1 region. Specific, anticipated responsibilities include the following.

A. Professional Development / Coaching in Technology Use

1. Collaborate with district and school leadership on the deployment and implementation of appropriate technology tools to support the instructional delivery, in alignment with the districts' goals and objectives.
2. Develop and provide professional learning opportunities for administrators, teachers, and support staff in strategies that promote achievement for all students, through both in-person and virtual delivery, in accordance with #1 above.
3. Work with the state Digital Learning Coach Coordinator, teachers, support staff, and others as appropriate, in addressing the needs of students through implementing best practices in the use of technologies in collaboration with the State DLC Coordinator and educators from other state regions.
4. Attend mandatory REC-1, REC-9, and other program meetings and professional development related to responsibilities as a digital learning coach.
5. Collect and provide data on activities and on services provided.

B. Online Training Sessions (i.e., Tech Bits Trainings)

1. Plan and deliver 6 1-hour online instructional sessions on specific uses of technology. Sessions will be conducted online (e.g., via Zoom).
2. Record and deliver recorded sessions for in-house video editing and publication.
3. Collect and provide data on session delivery and attendance.

C. Academic Competitions

1. Solicit for, identify, and facilitate participation by at least 3 regional high school teams.

2. Schedule, manage, facilitate, and record 2 online competitions among participating teams.
3. Record sessions for in-house video editing and publication.
4. Collect and provide data on student engagement in the competitions.

D. Ed Tech Boost

1. Promote and facilitate teacher participation in Ed Tech Boost micro credentials.
2. Assist teachers in completing micro-credentials, as needed.
3. Track teachers' level of engagement and credentials received.
4. Track teachers' participation in monthly Ed Tech Boost meetings.
5. Facilitate teachers' travel to and participation in one face-to-face meeting in Ruidoso with program leadership (likely in May 2024).
6. Collect and provide data on teacher engagement and credential achievement.

E. Student-run Technology Help Desk

1. Identify 1 high school to participate in providing a technology help desk, and facilitate the execution of an MOU for participation.
2. Facilitate on-boarding and training of students and at least one advisor, to be conducted by the program technology team.
3. Collect and provide data on services and student involvement.

(Note: One school already began the on-boarding process last year and may re-engage for this school year.)

All services will be provided in collaboration with, and under the supervision of, the REC-1 Executive Director.

Contract Funding and Period

Contract Value: \$54,250 (inclusive and prorated for actual service time)

Anticipated Service Period: Mid-October 2023–May 31, 2024

Billing period: Upon invoice for prior month services.

Additional Information and Details

Contract David Bowman, REC-1 Executive Director, at director@nmrec1.org.