

## MLTI Ambassador

### Description

The MLTI Ambassadors work closely with the MDOE Digital Learning Specialists and other MLTI Ambassadors to provide instructional technology coaching, create and deliver professional learning, cohost and participate in a Professional Learning Community (PLC), and act as a representative and advocate of MLTI professional learning and other initiatives. The MLTI Ambassadors actively communicate and coordinate with the MLTI Liaisons to ensure that professional learning design and delivery provide equitable access for all MLTI Practitioners. The MLTI Ambassador will work with Liaisons and Practitioners on goal setting, progress tracking, and ensure that the MLTI Practitioners in their region are successful.

### Position Tasks

- Attend regularly scheduled meetings with other ambassadors and the Digital Learning Specialists.
- Provide instructional technology coaching to the field.
- Develop a cohort of MLTI Liaisons within assigned region.
- Lead, facilitate, and participate in MLTI PLCs
- Work with schools to develop goals, track progress, and document success.
- Work with MLTI Liaisons to create local-based professional learning that is meaningful and ongoing.
- Advise DLSs on regional and school-based support needs.
- Gather evidence of successful implementation of technology integration.
- Support in the planning of state-wide, regional, and school-based events.
- Present at school, regional, state, and national-level conferences, individually and/or as part of a team.
- Build the capacity of school and regional teacher-leaders as MLTI Practitioners.
- Assist in the planning of the MLTI student conference and similar conferences by serving on necessary advisory boards, attending meetings, and recruiting teachers and students as presenters.
- Stay current in educational technology trends through own professional learning.
- Participate in MLTI advisory boards.
- Assist in the vetting of technology (digital tools, apps, devices, etc.)

- Assist with data collection as it relates to program evaluation.
- Assist in and facilitate other MLTI tasks and initiatives as assigned.

**Knowledge and abilities essential to the position include:**

- Knowledge of best practices in learning with technology.
- Familiarity with most common learning devices and most popular digital tools used at the 5-12 grade span.
- Experience working in a school environment.
- cursory knowledge of common school systems (SIS, LMS, etc.).
- Experience working in common virtual meeting spaces (Zoom, Teams, Google Meet).
- Ability to adapt practices to stay relevant with changing technology.
- Ability to build positive relationships with educators and administrators.
- Ability to develop strategic plans with teachers, administrators, schools, etc.
- Ability to work collaboratively and communicate effectively.
- Ability to manage workload in a mostly remote environment.
- Ability to lead and manage virtual meetings.
- Ability to efficiently familiarize themselves with new technologies.
- Ability to procure and create applicable digital resources to provide support.
- Ability to provide technical assistance to school systems, educators, and other constituents.
- Ability to apply and facilitate group dynamics.
- Ability to use interpersonal skills.
- Ability to establish and maintain effective working relationships with colleagues and to work collaboratively within and across teams.
- Ability to communicate effectively through written and oral modes.
- Ability to problem-solve and manage use of time efficiently and effectively by prioritizing deadlines and proactively planning.