

# POSITION VACANCY ANNOUNCEMENT

**POSITION TITLE:** Innovative Technology Coordinator

**LOCATION:** Panola College, Carthage, Texas

**EMPLOYMENT TERM:** Full-time, 12 month position

**BEGINNING DATE:** Negotiable

**RESPONSIBILITIES:** This position reports to the Director of Distance and Digital Learning and the responsibilities include but are not limited to: train and support personnel in use of innovative education technology applications, online accessibility requirements, effective course design strategies, and provide professional development opportunities in relation to educational technology; and other duties as assigned. A complete job description may be found at <https://www.panola.edu/humanresources>

**QUALIFICATIONS:** Bachelor's degree in Education, Educational Technology, or a related discipline required; Master's degree preferred. Experience managing immersive labs and implemental educational technology solutions; strong communication and interpersonal skills; ability to adapt to and embrace emerging technologies in the education sector; experience in providing professional development/training.

**COMPENSATION:** The salary offered will be commensurate with educational background and work experience.

**BENEFITS:** Group Health and Life Insurance, Educational Retirement, Social Security, Optional – Disability, Additional Life, AD&D, and Dental Insurance. 60-day waiting period.

**CLOSING DATE:** Screening of applications will begin March 1, 2024. Position open until filled.

**\*\*Must pass a pre-employment criminal background check.\*\***

**APPLICATION PROCEDURE:** Applicants should secure and submit an **application** with a **detailed resume**, **official transcripts** and **three letters of recommendation** to:

Jeremy Dorman, Director of Human Resources  
Panola College  
1109 W. Panola St, Carthage, Texas 75633  
903.693.2021 email: [jdorman@panola.edu](mailto:jdorman@panola.edu)

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