

Job Posting Notice

Assistant Technology Coordinator

Accepting resumes immediately

Position Type: Assistant Technology Coordinator

Start Date: Immediate

Salary: Dependent on experience

Reports to: Technology Coordinator

Hours: Part-Time, 32 hours, 12 month

Qualifications:

- Previous experience working in any form of Information Technology is preferred
- Has a strong testimony of relationship/faith in Jesus Christ
- Agree with Mansfield Christian's statement of faith and core values
- Understand and support the mission and purpose of Christian education
- Demonstrate exemplary interpersonal and communication skills
- Seek opportunities to collaborate with co-workers for the benefit of stakeholders
- Pursue opportunities for personal, professional, and spiritual growth development

Responsibilities:

- Manage student/staff Google accounts and passwords
- Troubleshoot student Chromebook issues and perform necessary repairs
- Coordinate year starting/ending Chromebook distribution and collection
- Utilize Google management console to push out software and access permissions
- Track Chromebook inventory and reorder more units when necessary
- Maintain communications with affected parties regarding Chromebook needs and requirements

Please submit letters of interest and resumes electronically to:

Cy Smith, Superintendent, smith.cy@mcsflames.org 419-756-5651, ext. 218

Mickey Hood, Technology Coordinator, hood.mickey@mcsflames.org 419-756-5651, ext. 250

Employment at Mansfield Christian School is open to qualified individuals who are Christians of good character, without regard or reference to race, sex (gender), national or ethnic origin, color, age or disability. Mansfield Christian School is a religious educational ministry, permitted to discriminate on the basis of religion. All prospective and current employees must agree with Mansfield Christian School's mission statement, and they must be willing to conduct their lives in conformity with the school's statement of faith, lifestyle statement, and the school's declaration and agreement to ethical and moral integrity.