



IgnitED Lab Coordinator – Job 12405

The Mary Lou Fulton Teachers College is looking for a creative and strategic Academic Professional/IgnitED Lab Coordinator who is passionate about emerging technologies and their role in education. The IgnitED Labs are open, hands-on, learner-centered creative spaces where users can explore and play with new and emerging technologies that can serve a role in teaching and learning. The IgnitED Labs were designed to go beyond the scope of traditional computer labs and provide students opportunities to create knowledge and skill sets through emerging technologies such as: virtual (VR) and augmented (AR) reality, robotics, telepresence, Internet of Things (IoT) devices, coding, 3D printing, as well as machine learning (ML), artificial intelligence (AI) and advanced electronic and mechanical engineering equipment. These innovative spaces allow for users to create and tweak, tinker and play, and ultimately improve the learner experience through their discoveries. The IgnitED Labs provide technology and curricular support to several Educational Technology courses and also offer technology demonstrations, workshops and showcases of student and faculty work within the Teachers College and ASU.

The ideal candidate understands the power of playful exploration with technology, encourages others to be bold and take risks, and supports them in the discovery process. The successful candidate will be able to gather user feedback, analyze data, determine direction, plan, organize and lead a team of student workers to carry out new ideas through the IgnitED Labs. As technology trends shift and develop, the Lab Coordinator will need to continuously work on integrating new devices, applications, and experiences into the network of IgnitED Labs.

The IgnitED Lab Coordinator will be a member of the Technology Initiatives Team and report to the Director of Technology Initiatives. The IgnitED Labs are part of the Office of Scholarship & Innovation (OofSI) within the Mary Lou Fulton Teachers College. OofSI (<http://education.asu.edu/oofsi/>) brings collaborative design-based problem-solving to educational systems; supports faculty research and scholarly inquiry in education; and leverages new digital technologies for knowledge creation and dissemination.

General Job Duties

- Develops, schedules and coordinates daily activities of the IgnitED Labs across all locations and equipment libraries on the Tempe, West and Polytechnic campuses, including scheduling, training, usage and supervision of student workers
- Interacts and maintains liaisons with students, faculty, staff and outside/community partners and agencies in facilitating program objectives

- Develops and facilitates workshops, meetings, events or conferences with high impact on the IgnitED Labs and/or participants; coordinates logistics, scheduling, awareness and participant communications with other departments/colleges
- Assists students, faculty and staff utilizing the IgnitED Labs; answers questions, resolves problems and instructs in appropriate equipment use, methods and techniques, as well as suggests best instructional integration strategies, methods and techniques
- Provides a regular schedule of technology demonstrations and workshops (formal / informal) to students, faculty, and staff for MLFTC
- Works with MLFTC faculty on curricular technology needs of the IgnitED Labs
- Develops scholarly activity around the IgnitED Labs and Technology Initiatives within the MLFTC

Required Qualifications

- Masters degree in Educational Technology or closely related field, with a focus on new and emerging technology.
- Working knowledge of current trends in technology across multiple categories including but not limited to: online digital tools, computer / device hardware, software applications, peripheral devices, mobile computing, video and audio tools.
- A task-oriented and problem-solving approach to work responsibilities, and the capacity to manage multiple projects and timelines simultaneously.
- The ability to work both independently and as part of a team, with strong and collegial interpersonal skills and an ability to communicate effectively in person, in writing, and online.
- Prior experience managing and/or supervising student employees or graduate students including scheduling and on-the-job training.

Desired Qualifications

- Earned doctorate (or ABD) from an accredited university in Educational Technology or related field.
- Evidence of scholarly work around educational technology or related area.
- Experience in exploring digital maker tools including but not limited to: web development, programming languages, 3D printing, laser cutting, programmable robotics, virtual reality hardware, Internet of things (IoT) devices, simple electronic components and kits, and drones.
- Experience with audio and video production equipment.
- A creative and exploratory mindset with technology.

Instructions to Apply

- Please send all applications to edops@asu.edu with the subject line of **IgnitED Lab Coordinator Job 12405**
- Application deadline is **June 22, 2018**.
- Applicants are asked to submit: (1) a letter of application on why you are the right person for this position, (2) a complete curriculum vitae, (3) link to professional website or portfolio, and (4) the names and contact information for three professional references.

- Please include all employment in month/year format (e.g., 6/88 to 8/94), job title, job duties and name of employer for each position.
- Resume should clearly illustrate how prior knowledge and experience meets the Minimum and Desired qualifications of this position.
- Only electronic applications are accepted for this position. If you need assistance applying for this job, please contact our customer service center at 855-278-5081.
- ASU does not pay for travel expenses associated with interviewing, unless otherwise indicated by the department at the time of call for interview.

For more information about the university or college, please visit our website at <http://education.asu.edu/>.

ASU is an equal opportunity/affirmative action employer.

Arizona State University is a VEVRAA Federal Contractor and an Equal Opportunity/Affirmative Action Employer. All qualified applicants will be considered without regard to race, color, sex, religion, national origin, disability, protected veteran status, or any other basis protected by law.

Diversity is a key component of excellence at ASU, and the Mary Lou Fulton Teachers College supports the value of diversity among faculty, staff, and students.

For related EO/AA policies, please visit:

ACD 401 – Prohibition Against Discrimination, Harassment, and Retaliation

<http://www.asu.edu/aad/manuals/acd/acd401.html>

ACD 405 - Americans with Disabilities

<http://www.asu.edu/aad/manuals/acd/acd405.html>

Title IX Policy

<https://www.asu.edu/titleIX>

Background Check Statement: ASU conducts pre-employment screening for all positions which includes a criminal background check, verification of work history, academic credentials, licenses, and certifications.

General Information: Arizona State University is a new model for American higher education, an unprecedented combination of academic excellence, entrepreneurial energy, and broad access. This New American University is a single, unified institution comprising four differentiated campuses positively impacting the economic, social, cultural, and environmental health of the communities it serves. Its research is inspired by real world application blurring the boundaries that traditionally

separate academic disciplines. ASU serves more than 70,000 students in metropolitan Phoenix, Arizona, the nation's fifth largest city. ASU champions intellectual and cultural diversity, and welcomes students from all fifty states and more than one hundred nations across the globe.