

## Ardmore School

Name: Shirley Stananought

Role:

Lead Teacher  
ICT Contract 2008

Responsibilities and Key Tasks	Time Allocation	Performance Indicators	Outcomes
1. Develop and review action plans 2. Liaise with Facilitator and Associate Principal to provide feedback on programme progress for milestones 3. Co-ordinate and assist development workshops for teachers 4. Facilitate ICT workshops and staff meetings 5. Report regularly to the BOT according to MOE contract as programme develops 6. Attend conferences, meetings and workshops as required 7. Demonstrate and encourage best practice' in the use of ICT to support Learning Pathways	40 Days Per Year	1. Action plans developed and reviewed 2. Feedback provided as and when required 3. Teachers informed and kept up to date about contract. Workshops planned. 4. Leading role provided at in-school workshops and staff meetings. 5. Written reports prepared for BOT re progress and development of programme 6. Conferences, meetings and workshops attended 7. Best practice demonstrated in own teaching and encouraged at staff / team meetings	

