



International School Delft – ICT coordinator

(1.0 FTE – 40 hours)

Start date: 1 August 2024

At the heart of International School Delft is our commitment to "Inspiring learning for a sustainable future." Our mission and vision focuses on creating compassionate, internationally-minded individuals dedicated to making a positive and peaceful change in the world. We aim to cultivate an environment where inquiry-based learning flourishes.

We are seeking an ICT coordinator who shares our commitment to these values and is eager to contribute to our vibrant learning environment.

International School Delft is an IB World School, offering the Primary Years Programme (IB PYP) in the Primary school, the Middle Years Programme (IB MYP) and Diploma Programme (IB DP) in the Secondary school. We are located in the heart of the campus of the Delft University of Technology. International School Delft will grow to a total number of 660 students.

We are seeking a skilled ICT Coordinator to support and enhance the use of information and communication technology within our primary and secondary school. The role includes managing applications and software, administering systems, and providing support for light hardware issues. The ICT Coordinator plays a key role in implementing technology to support and benefit the teaching and learning.

Tasks and roles

- Provide ICT support across the IB programmes (PYP, MYP, and DP), ensuring effective integration and functioning of technology in educational and administrative processes.
- Manage and administer IT systems, including application and software management.
- Troubleshoot and resolve simple hardware issues for staff and students, ensuring minimal downtime and disruption.
- Assist in the collection, organization, and management of data and information.
- Develop and implement ICT policy, contributing a forward-thinking vision for the role of technology in education.
- Collaborate with ICT departments of both primary and secondary boards, as well as external ICT support organizations, to enhance service provision and resolve complex issues.
- Ensure effective communication and provide mentoring and support to staff, students, and the broader school community.



Requirements

- Proven experience in ICT support and system administration, preferably in an educational setting.
- Strong technical skills with experience in managing and supporting software applications and hardware systems.
- Demonstrated ability to support data management and policy development.
- Excellent communication skills in both English and Dutch.
- A proactive and solution-oriented approach, with a capacity to take initiative and drive action.
- Ability to mentor and support a diverse community of learners and educators.

Benefits

Be part of an inspiring, creative, and supportive international community.

Opportunities for professional development in a leading international education environment

Competitive salary based on the the Dutch Labour Agreement for Support staff in Primary and Secondary Education.

How to Apply

Interested candidates are invited to submit a CV and cover letter outlining their suitability for the role, including examples of leadership in educational settings and a demonstration of their commitment to the school's mission and vision.

Applications should be sent to recruitment@internationalschooldelft.org by 17 May 2024. Interviews will be scheduled with selected candidates between 22 May and 29 May 2024.

International School Delft is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. This can include reference checks with a safeguarding focus.

Applications for any position should always be written in English. All applicants must either be EU citizens or have a valid permit to work in The Netherlands.