



SHEPHERD PUBLIC SCHOOLS

SHEPHERD HIGH SCHOOL

321 S Fourth Street • Shepherd, Michigan 48883 • 989-828-6601 • Fax: 989-828-5452

JOB POSTING

DESCRIPTION: Special Education Teacher
Preferred ELA

LOCATION: Shepherd High School

STARTING DATE: 2021-2022 School Year

APPLICATION PROCEDURE:

Qualified applicants should submit one (1) PDF document containing the following items to Carrie Gauthier, Shepherd High School via email (cgauthier@shepherdschools.net):

- A cover letter
- A current resume
- References
- Unofficial transcripts
- Copies of certifications

SEARCH TIMELINE:

- Application Deadline: **April 1, 2021**
- Tentative Interview Date: April 19, 2021
- Tentative Start Date: 2021-2022 School Year

DESIRED QUALIFICATIONS:

- Minimum of a Bachelor's degree in education
- Valid Michigan teaching certification
- Appropriate special education endorsement
- Highly Qualified ELA
- Understanding of the legal, professional and ethical issues that affect special education

RESPONSIBILITIES:

- Identify needs of assigned students through formal and informal assessments.
- Review referral data, history, and assessment data to develop appropriate goals and objectives for each student.
- Confer with general education teachers regarding the educational, social, emotional, and physical needs and objectives of each student.
- Plan, develop, and implement individualized learning plans for each student.
- Prepare instructional materials and lesson plans according to Individual Educational Plans (IEP).
- Utilize appropriate methods of learning delivery and instruction to meet the needs of each student.

RESPONSIBILITIES (CONT.):

- Monitor, evaluate, and document each student's progress utilizing appropriate measurements and assessment devices.
- Prepare timely progress reports for each student.
- Maintain regular communication with parents by means of email, phone calls, conferences and progress reports.
- Maintain accurate and complete records in compliance with school district regulations and legal requirements.

NOTE:

Any applicant recommended for hire for any position with Shepherd Public Schools will be required to consent to a criminal history investigation and background assessment.

Carrie Gauthier, High School Principal

Posting Date: 2/26/2021