

August 9, 2022

NOTICE OF VACANCY

2022-2023 School Year

Lake City Area Schools has posted the following support team opening:
Student Success Coordinator (K-12)

Lake City Area Schools is seeking the best candidate to join our committed team in delivering dynamic and innovative education for our K-12 grade students and families.

The Student Success Coordinator will develop and partner with team members to create a cooperative internship program at Lake City Area Schools that will provide students with real, professional workplace skills, as well as an understanding of what possible careers are available to them. The Student Success Coordinator will be responsible for establishing and cultivating partnerships, mentoring and supporting students, and building and managing a strong and sustainable program. There may be additional responsibilities as the program develops and needs arise. The Student Success Coordinator reports to the High School Principal and works closely with all members of the Health Services Team.

Education/Certification: Bachelor's Degree in Education or similar field preferred
Special Knowledge/Skills:

- Workplace Skill Development for Students
- Curriculum and Student Support
- Help marginalized populations with employment opportunities
- Support teachers in seminar courses for grades eleven and twelve
- Provide students with individualized mentoring and job coaching through internship
- Support students with foundational work skills
- Support Student Attendance
- Strong organizational, communication, public relations, and interpersonal skills

Experience: Prior work in Educational Organization

Please submit letter of interest and resume to:
Mrs. Jessica VanderBrook, Middle/High School Principal
Lake City Area Schools
PO Box 900
Lake City, MI 49651,
Or send electronically to: jvanderbrook@lakecitytrojans.org.

Deadline – August 19, 2022