

**Elementary School Teaching Position
Special Education-Resource Room**

Primary purpose:

To create a flexible elementary grade program and a class environment favorable to learning and personal growth; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation for upper elementary grade education in accordance with each student's ability; to establish good relationships with parents and other staff members.

Responsibilities:

An elementary school teacher at Ovid-Elsie Area Schools reports directly to the building principal.

Duties of this job include, but are not limited to:

- A. Teaching reading, language arts, social studies, mathematics, science, and reading to students in a classroom, utilizing the course of study adopted by the Board of Education, and other appropriate learning activities.
- B. Instructing students in citizenship and basic subject matter.
- C. Developing lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each student.
- D. Using a variety of instruction strategies, such as inquiry, group discussion, lecture, discovery, etc.
- E. Translating lesson plans into learning experiences so as to best utilize the available time for instruction.
- F. Establishing and maintains standards of student behavior needed to achieve a functional learning atmosphere in the classroom.
- G. Evaluating students' academic and social growth, keeps appropriate records, and prepares progress reports.
- H. Communicating with parents through conferences and other means to discuss students' progress and interpret the school program.
- I. Identifying student needs and cooperates with other professional staff members in assessing and helping students solve health, attitude, and learning problems.

- J. Creating an effective environment for learning through functional and attractive displays, bulletin boards, and interest centers.
- K. Maintaining professional competence through in-service education activities provided by professional growth activities.
- L. Participating cooperatively with the appropriate administrator to develop the method by which the teacher will be evaluated in conformance with guidelines.
- M. Selecting and requisitioning books and instructional aids; maintains required inventory records.
- N. Supervising students in out-of-classroom activities during the school day.
- O. Administering group standardized tests in accordance with state testing program.
- P. Participating in curriculum development programs as required.
- Q. Participating in faculty committees and the sponsorship of student activities.

Qualifications:

- A. A Bachelor's Degree in related subject from an accredited university.
- B. Michigan Teacher Certificate and Highly Qualified Status in Special Education
- C. Knowledge of Michigan Common Core and Grade Level Content Expectations
- D. First Aid and CPR
- E. Michigan Health Model Certified preferred, but not required

Salary and Benefits:

Competitive salaries and benefits under the Ovid-Elsie Teachers' Contract

Application Process:

Interested applicants should submit a letter of interest and resume to:

Dr. Ryan Cunningham, Superintendent, Ovid-Elsie Area Schools
8989 E. Colony Rd., Elsie, MI 48831

Deadline:

Until Filled