

THREE FORKS PUBLIC SCHOOLS

School District No. J-24 . 212 East Neal . Three Forks, MT 59752

Jeff Elliott Superintendent 285-6830
Steve Fanning, Elementary Principal 285-6830
Lisa Morgan, District Clerk 285-6830
Laurie Mack, Elementary Secretary 285-6830
Elementary Fax 285-3216



Greg Heys, High School Principal 285-3503
Gayla Sieler, High School Secretary 285-3224
Paula McDonald, Asst. Business Manager 285-3224
Lori Sayers, Board Chairperson 539-0366
High School Fax 285-3503

February 11, 2020

Three Forks Elementary Job Announcement

Regional Information: <http://www.threeforksmontana.com/>

Salary: DOE (2019-20 starting pay \$31,909)

Contract Days: 187

Closing Date: March 9

Reports To: K-5 Principal and K-12 Superintendent

Job Descriptions:

- Elementary Self-contained Teacher
- Anticipated start would be for the 2020-21 school year
- School: Three Forks Elementary School
- Recruitment: **Open to the Public**

Job Responsibilities:

Teaches the appropriate grade-level/subject area curriculum as outlined by Three Forks Elementary School through a partnership with the Montana Educational Consortium. The successful candidate will need to provide 21st century educational pedagogy using effective lesson/unit plan development and strategies with clearly defined learning targets/objectives. A detailed effective classroom management plan, safety procedures, and behavior expectations, experience with MBI in the elementary setting is a plus. The successful candidate will need to work creatively, cooperatively, and establish positive relationships with colleagues and guardians of students. Participates in school and district professional development activities. Attends building and district meetings as required. Supports Special Education students by implementing IEP and 504 plans. Those candidates that effectively use 21st century educational technology in their classes to meet the common core standards are a benefit. Performs other duties as assigned by the building Principal, which may include, but are not limited to the following: teacher duties, school-wide projects and activities, and conduct parent teacher conferences.

Qualifications:

1. Job Goal: To establish an effective rapport with staff, students, and parents while developing student skills that are fundamental at the specific level.
2. Bachelor's degree in Elementary Education; AND, State of Montana Educator license with appropriate Elementary Education endorsement(s).

The Three Forks Elementary School team works collaboratively with parents and community members to encourage and inspire students to be respectful and responsible life-long learners by providing a quality education in a safe and supportive environment.

Candidates Need to Submit The Following Information:

1. Letter of Interest for the position to: (Steve Fanning K-5 Principal)
2. Resume
3. District Application (The application can be found at the following URL:
<https://www.tfschools.com/o/three-forks-schools/page/employment--559>)
4. 3 Letters of Recommendation
5. Copy of teaching certificate or the ability to obtain one through OPI.
6. College Transcript

**** Additional Extra Curricular Coaching Opportunities exist both at the middle and high school levels.**

****Please send all application materials to Superintendent Jeff Elliott:**

Contact Information:

Jeff Elliott, Superintendent
Phone: 406-285-3224
Fax: 406-285-3216
212 East Neal
Three Forks, Montana 59752

This district DOES NOT accept the online Montana Jobs for Teachers Universal Application.

The Three Forks School District is an equal opportunity employer and does not discriminate on the basis of race, ethnicity, religion, national origin, gender, disability, or age.

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