



Kalkaska Public Schools

Posting / Employment Opportunity

July 10, 2018

Upper Elementary Teacher

Position Begins: 2018-2019 School Year

Qualification Requirements

- Minimum of bachelor's degree from an accredited college or university, ZA or ZS preferred.
- Multiple endorsements preferred.
- Experience is preferred by not required.
- Must hold or be eligible for a Michigan Teaching Certificate.
- Must be highly qualified.

Essential Duties and Responsibilities

- Set goals for student achievement supported by a viable curriculum and the building school improvement plan.
- Work collaboratively with colleagues to ensure student success.
- Serve as an advocate for student's diverse needs.
- Serve as a role model through actions and behaviors.
- Plan daily instructional activities for all students based upon individual students and their needs.
- Select and use a variety of instructional materials to stimulate learning and meet the needs of all students.
- Demonstrate knowledge of subject matter and the common core standards.
- Develop and administer formative and summative tests, use multiple tools to assess student learning on an ongoing basis, and alter instruction to meet group and individual needs.
- Collaborate with fellow teachers to create a data-driven, learner-centered, friendly and safe environment.
- Maintain order within the classroom and school with proactive classroom management and a well-organized, rigorous learning environment.
- Monitor students in a variety of educational environments (e.g. classroom, school grounds, hallways, restrooms, field trips, etc.) for the purpose of providing a safe and positive learning environment.
- Maintain professionalism when interacting with students, parents, community, community agencies and colleagues.
- Maintain accurate records of student performance and attendance on a regular and consistent basis, and communicates effectively with students and their parents.

Essential Duties and Responsibilities	<ul style="list-style-type: none">• Stays abreast of current educational trends and best practices as these relate to classroom instruction and effective schools.• Incorporate and model appropriate use of technology to support instruction and student learning.• Utilize a curriculum that reflects the diverse educational, cultural and linguistic backgrounds of the students served.• Develop professional relationships with other agencies and programs.• Establish and communicate clear objectives for all learning activities.• Observe and evaluate student’s performance.• Possess strong motivational skills and willingness to be flexible and adapt to changing priorities and new initiatives.• Maintain regular and reliable attendance.• Perform other duties as assigned.	
Salary and Benefits	Determined by the contract	
Deadline	3:00 p.m. on July 19, 2018 or until filled	
Method of Application	Persons who are interested in this position should submit a letter of interest, resume, credentials/certification and list of references to:	
	Ryan Moore Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646	Or electronically as ONE document to: rmoore@kpschools.com
Contact Information	Please direct questions to Ryan Moore at e-mail rmoore@kpschools.com.	
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