



EXTERNAL Title 1 Teacher – Kalkaska Elementary School

2024-2025 School Year

Qualification Requirements	<ul style="list-style-type: none">• Minimum of bachelor’s degree from an accredited college or university.• MA in reading / language arts preferred.• (3) years of exemplary teaching preferred.• Must hold or be eligible for a Michigan Teaching Certificate.• Must be highly qualified.
Essential Duties and Responsibilities	<ul style="list-style-type: none">• 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 students’ diverse needs.• Plan daily instructional activities for all students based on 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 literacy and math interventions.• 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.• 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 communicate effectively with students and their parents.• 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.• Serve as role model through actions and behaviors.• Perform other duties as assigned.

Salary and Benefits	Determined by the contract.	
Deadline	3:00 p.m. on May 15, 2024 or until filled.	
Method of Application – Information to Submit	Persons who are interested in this position should submit letters of interest, resume, credentials/certification, list of references and a minimum of three letters of recommendation to:	
	Rick Heitmeyer Kalkaska Public Schools 315 South Coral Street Kalkaska, MI 49646	Or electronically as ONE PDF document to: jobs@kpschools.com
Contact Information	Please direct questions to Rick Heitmeyer at rheimeyer@kpschools.com	
<p>The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, height, weight, marital or family status, religion, military status, ancestry, genetic information or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.</p> <p>The following person is designated to handle inquiries regarding the non-discrimination policies of the District or to address any complaint of discrimination: Superintendent, Kalkaska Public Schools, 315 S. Coral, Kalkaska, MI 49646; 231-258-9109</p>		