



Kalkaska Public Schools

Posting / Employment Opportunity

August 6, 2026

Title 1 Teacher – Birch Street Elementary 2026-2027 SY

Qualification Requirements

- 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.

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 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.

This document is intended to describe the general nature and level of the work performed by those assigned to this job. This is not an exhaustive list of all duties and responsibilities. Administration



reserves the right to amend and change responsibilities to meet business and organizational needs as necessary.

Compensation

Determined by the contract.

Deadline

3 p.m. on August 12, 2026 or until filled.

Application Process

Persons interested in this position should submit letters of interest, resume, credentials/certification and list of references in **ONE PDF** document to: jobs@kpschools.com.

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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