



Columbia School District
11775 Hewitt Rd. Brooklyn, MI 49230
Dr. Pamela Campbell, Superintendent
(517) 592-6641

February 5, 2018

Notice of Opening for 2017/2018 School Year Elementary Special Education Teacher

Qualifications

Possession of a bachelor's degree in secondary special education and valid special education credentials from the State of Michigan
Excellent communication skills; both oral and written
Student focused approach
High degree of flexibility
Ability to work well in fast paced environment
Team player

Job Description

Employees in this job function as professional special education teacher, completing a variety of assignments to teach regular or special subjects.

Various Duties

- ✚ Complete a variety of assignments to teach subjects.
- ✚ Complete documents, make recommendations and participate in Individualized Education Program (IEP) plans for each student.
- ✚ Evaluate students' academic and behavioral progress.
- ✚ Teaching assignments in a full-functioning capacity.
- ✚ Select appropriate texts, learning aids, materials and supplies.
- ✚ Creates and maintains student records, and prepares reports relative to the work.
- ✚ Teaches desirable study, work and recreational habits by providing pupils with opportunities for which they are best suited.
- ✚ Participate in teacher training, as required.

Deadline Monday, February 12, 2018 – Noon

Send letter of interest, resume, proof of teacher certification, references, copy of transcripts, and three letters of recommendation to:

Monika Cook, Administrative Assistant to the Superintendent
Columbia School District
11775 Hewitt Rd.
Brooklyn, MI 49230
Monika.Cook@myeagles.org