POSITION OPENING

TEMPORARY POSITION POSTING
Great Start Readiness Program (GSRP) Lead Teacher

POSITION SUMMARY
To deliver a research-based high-quality, early education curriculum to prekindergarten students while meeting their individual learning needs through developmentally appropriate practices and a strong home-school partnership.

EDUCATION AND/OR EXPERIENCE
Requires a valid Michigan K-5 Teaching Certificate and ZA/ZS endorsement or a Bachelor’s Degree in child development or early childhood development with a specialization in preschool teaching.
Prefer coursework in child care administration or administrative credentials
Prefer additional coursework in Special Education possibly leading to ZS endorsement
Previous successful early childhood team teaching experience preferred.

QUALIFICATIONS
Ability to establish and maintain effective working relationships with students, peers, administrators, parents and the community.
Ability to speak clearly and concisely in written or oral communication.
Demonstrated proficiency in the use of technology and computer skills.
Must carry out all responsibilities with awareness of all requirements, standards and policies established by the Board of Education.
Knowledge and understanding of an MDE approved early childhood curriculum (Connect4Learning, High/Scope, Creative Curriculum, etc.)
Training and familiarity with developmental screening tools (ESI, Ages & Stages, Brigance, Dial, etc.)
Ability to design and evaluate daily lesson plans driven by student achievement data.
Knowledge and experience using a research-based student assessment tool (COR, Gold etc.)
Formal training and experience with inclusion-based early childhood programs preferred.
Strong background in cooperative learning and hands-on investigation.
Must be able to maintain appropriate program and grant documentation.
Ability to handle sensitive information with confidentiality.
Excellent professional attendance record
Must possess patience, creativity, imagination and problem-solving skills.
Must be CPR and First Aid trained upon hire.
Criminal Background and Central Registry check required for employment
Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.
Presence on the job is an employee’s fundamental obligation. Regular, reliable and punctual attendance is required.
Implement a team teaching model, include time dedicated for the teaching team to plan, implement curriculum in all learning environments, assess children, and support parent involvement through home visits, conferences, and parent meetings.
A high quality GSRP Lead Teacher dedicates time for staff to plan on a daily basis to:
  - Participate equally in planning activities;
  - Conduct and participate in children’s activities; and
  - Ensures associate teachers do not play minor non-teaching roles
Facilitate children's development, including organization of the indoor and outdoor learning environments, the nature of adult-child interactions, and strategies for transitions and grouping.
Utilize the selected comprehensive curriculum to guide decisions about teaching practices.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.
Utilize the Early Childhood Standards of Quality-PK and the Classroom Assessment Scoring System (CLASS) on high-quality indicators of teaching practices.
Work with students in whole and small group settings as well as individually.
Follow Great Start Readiness Implementation Manual and supporting documents as defined by MDE.
Adhere to WSESD Great Start Readiness Program Teacher Handbook, WSESD Policies and Procedures.
Follow written IEP and support plans and ensure requirements of IEP are followed in relation.
Collect and document data regarding student(s).
Supervise students in classrooms, halls, cafeterias, and/or playground.
Observe students’ performance and record relevant data to assess progress.
Maintain accurate and complete student records.
Maintain confidentiality of families and workplace.
Work closely with building principal, support staff, teachers, volunteers, and students.
Participate in training and on-going professional development.

**Available:** February until end of May 2020/Non-Union Position
grant funded position *(contingent upon available funding)*

**Salary Range:** The salary will be commensurate with education and demonstrated experience of the successful candidate to fulfill the requirements of the position as determined by administration.

**Application Process**
Applicants should submit
- A letter of interest expressing personal qualifications and experience, reasons for interest, and a description of current employment and responsibilities; resume, transcripts, credentials, letters of recommendation to:

  Terri Steih, Director of Human Resources
  West Shore Educational Service District
  2130 West US 10, Ludington, MI 49431
  OR via email: tsteih@wsesd.org

**Applications Accepted:** 2/4/2020 or until filled

*The Board of Education does not discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic, in its program and activities, including employment opportunities.*
JOB TITLE: TEMPORARY Great Start Readiness Program (GSRP) Lead Teacher – Baldwin Elementary
DEPARTMENT: Instructional Services
REPORTS TO: Director of Instructional Services
PREPARED BY: Brenda Vronko
FTE: TEMPORARY
APPROVED BY: Amy Taranko
EXEMPT STATUS: Exempt
DATE: January 2020
Work Days: Up to 50 days

SUMMARY:
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To deliver a research-based high-quality, early education curriculum to prekindergarten students while meeting their individual learning needs through developmentally appropriate practices and a strong home-school partnership.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
Other duties may be assigned.
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Observe students’ performance and record relevant data to assess progress.
Maintain accurate and complete student records.
Maintain confidentiality of families and workplace.
Work closely with building principal, support staff, teachers, volunteers, and students.
Participate in training and on-going professional development.

QUALIFICATIONS:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individual with disabilities to perform essential functions.

EDUCATION and/or EXPERIENCE:
Requires a valid Michigan K-5 Teaching Certificate and ZA/ZS endorsement or a Bachelor’s Degree in child development or early childhood development with a specialization in preschool teaching.
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Prefer additional coursework in Special Education possibly leading to ZS endorsement
Previous successful early childhood team teaching experience preferred

CERTIFICATES, LICENSES, REGISTRATIONS:
Valid Drivers’ License required.
KNOWLEDGE, SKILLS and ABILITIES:
Ability to establish and maintain effective working relationships with students, peers, administrators, parents and the community.
Ability to speak clearly and concisely in written or oral communication.
Demonstrated proficiency in the use of technology and computer skills.
Must carry out all responsibilities with awareness of all requirements, standards and policies established by the Board of Education.
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Must be able to maintain appropriate program and grant documentation.
Ability to handle sensitive information with confidentiality.
Excellent professional attendance record
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Such alternatives to the above qualifications as the Superintendent may find appropriate and acceptable.

Position will be employed through EduStaff as it is a temporary assignment.
Position will conclude at the end of May 2020.