



Gull Lake Community Schools
Richland, Michigan

JOB POSTING

Business/Computer Teacher-High School

June 27, 2018

Job Summary:

Under the direction of the principal, the teacher would be working with high schools students to achieve excellence in the area of Business and Computers.

Qualifications:

Required:

- A. Minimum of BS/BA degree in Education
- B. Hold a valid Michigan Secondary Teaching Certificate (GX, GM and/or GQ)
- C. Able to assess and document student progress
- D. Professional in personal conduct and actions
- E. Excellent communication skills
- F. Meets federal *No Child Left Behind* requirements

Desired Characteristics:

- A. Valid Michigan Secondary Teaching Certificate (VB or VM) preferred
- B. Experience in working with high school students and literacy practices
- C. Experience using technology as an instructional tool in the classroom
- D. Experience in working within a Professional Learning Community using data to drive instruction
- E. Experience in collaborating in writing common assessments
- F. Knowledge of Google, G Suite, and other applications
- G. Successful teaching/coaching of students preferred

Duties:

- A. Provide instruction to high school students
- B. Provide and maintain an orderly classroom environment
- C. Monitor and document student progress through Synergy student information system
- D. Work independently and cooperatively using a variety of instructional strategies
- E. Ability to plan and organize; excellent work habits
- F. Willing to attend conferences and participate in professional development
- G. Perform other duties as assigned by administration

STATEMENT OF NON-DISCRIMINATION

The Board of Education does not discriminate on the basis of race, color, national origin, sex, including sexual orientation or transgender identity, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, in its programs and activities, including employment opportunities.

CRIMINAL RECORDS CHECK

In accordance with state law and board policy, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review.

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.

Application Deadline: Until filled

Start Date: 2018-19 school year

Apply To: Candidates who are qualified and wish to be considered for this position must submit an AppliTrack online application at www.gulllakecs.org that includes a letter and resume.

Questions: Contact - Tonya Kammeraad, Human Resources, tkammeraad@gulllakecs.org