



# Gull Lake Community Schools Richland, Michigan

## JOB POSTING

### Early College Teacher/Mentor - Virtual Partnership Part Time .50 FTE

April 30, 2021

#### Job Summary:

Under the direction of the Principal, the teacher would be working with middle school and high school virtual students to achieve excellence in the area of career and college readiness.

#### Qualifications:

##### Required:

- A. Minimum of BS/BA degree in Education
- B. Possess or be eligible for a valid Michigan teaching certificate in secondary education
- C. Able to assess and document student progress
- D. Professional in personal conduct and actions
- E. Excellent communication skills
- F. Meets federal *Every Student Succeeds Act (ESSA)* requirements

##### Desired Characteristics:

- A. Experience in working with Early College students
- B. Experience using technology as an instructional tool in the classroom with secondary students
- C. Knowledge of best practices in online instruction and curriculum development
- D. Proven successful implementation of postsecondary readiness activities
- E. Experience in college admissions, postsecondary counseling and college readiness
- F. Experience in social emotional learning, motivational techniques and improving students' self-advocacy skills

##### Duties:

- A. Teach Early College Capstone online course to Grade 13 students
- B. Act as a mentor to the Early College students
- C. Maintain and document weekly communication with students
- D. Monitor academic success of students
- E. Communicate with high school and postsecondary staff to improve student outcomes
- F. Engage students effectively in coursework; provide face to face options as needed
- G. Ability to work independently and cooperative; excellent work habits, planning and organization
- H. Collaborate with district staff to enhance early college readiness through advisory/seminar courses
- I. Other duties as assigned by Administration

#### STATEMENT OF NONDISCRIMINATION

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

#### Employment Dates: 2021-22 School Year

**Apply To:** Candidates who are qualified and wish to be considered for this position must submit a Frontline online application at [www.gulllakecs.org](http://www.gulllakecs.org) that includes a letter and resume.

**Questions:** Contact - Sherri Simmons, Human Resources, [ssimmons@gulllakecs.org](mailto:ssimmons@gulllakecs.org)