



Gull Lake Community Schools Richland, Michigan

JOB POSTING

Temporary Grant Funded Gull Lake Middle & High School Before or After School Student Support Coordinator

September 11, 2026

Job Summary:

Under the direction of the principal, the Support Coordinator would work with 6th - 12th grade students and staff to provide individualized support and help students access available academic resources, including mathematics.

Qualifications:

Required:

- A. Minimum of BS/BA degree in Education or related field
- B. Professional in personal conduct and actions
- C. Excellent communication skills

Desired Characteristics:

- A. Successful experience working with and teaching middle school and high school students
- B. Experience using technology as an instructional tool in the classroom
- C. Knowledge of Google Workspace application
- D. Ability to plan and organize; excellent work habits

Duties:

- A. Coordinate after-school academic support for middle and high school students with student support teachers
- B. Communicate effectively with principals, student support teachers, students, and families.
- C. Work independently and cooperatively using a variety of instructional strategies
- D. Perform other duties as assigned by the 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: Position is Open Until Filled

Schedule: Two days a week, before school or after school session options

Pay: \$2,500.00 Stipend

Start Date: ASAP for the 2026-27 School Year

Apply To: Candidates who are qualified and wish to be considered for this position must submit a letter of interest to Sherri Simmons

Questions: Contact - Sherri Simmons, Human Resources, ssimmons@gulllakecs.org