



ALMA PUBLIC SCHOOLS
Job Posting

POSITION: Lead Teacher – (2 positions)
LOCATION: Hillcrest Elementary School
REPORTS TO: John Helinski, Principal

REQUIRED QUALIFICATIONS:

Degree/Certification:

Bachelor's Degree

Job Scope: The Lead Teacher will oversee after school tutoring sessions/activities for all APS students and will work closely with Alma College tutors to assist students with learning activities.

Job Requirements, Knowledge, and Skills:

A successful candidate will be able to:

- Organize after school activities for engagement and academic support that reflect the rigor of the students' classroom work.
- Supervise Alma College tutors and guide after school learning activities.
- Maintain a learning environment to encourage students' successful completion of activities that will guide them toward content mastery.
- Will provide support for student completion of coursework/mastery assignments.
- Will be familiar with site guidelines and student guidelines and enforce rules as needed.
- Will perform other duties as assigned.

WORK SCHEDULE:

3:00 pm – 4:30 pm on the following days:

November 9, 2023

November 14, 16, 21

November 28, November 30

December 5, December 7

December 12, December 14

December 19

January 9, January 11

January 16, January 18

January 23, January 25

January 30, February 1

February 6, February 8

COMPENSATION:

\$100 per tutoring day

BEGINNING DATE:

November 9, 2023

APPLICATION: Interested persons should send materials to Yvonne Neyer, Human Resources Manager, at yneyer@almaschools.net. Please call (989) 466-7526 with any questions.

DATE OF POSTING: October 6, 2023

DEADLINE DATE: October 12, 2023

Stacey Luberda-Criner, Superintendent

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