



Columbia School District

11775 Hewitt Rd. Brooklyn, MI 49230

(517) 592-6641

October 17, 2023

Notice of Opening for the 2023/2024 School Year One Full-Time Fifth Grade Elementary Teacher

Start Date November 27, 2023

Qualifications

Possession of a bachelor's degree in elementary education and valid credentials from the State of Michigan

Excellent communication skills, both oral and written

Student-focused approach

A high degree of flexibility

Ability to work well in a fast-paced environment

Team player

Description

The teacher must follow a curriculum to instruct children in developmental skills. It is important to prepare children to become successful leaders of tomorrow by assisting students to socialize and interact with each other.

A great teacher should possess the ability to understand small children and find teaching them a pleasure. Patience, perseverance, excellent communication, interpersonal skills, calm nature, and kindness are required.

Responsibilities

- ✚ Develop and implement a developmentally appropriate program for young children.
- ✚ Plan and implement activities to meet the students' physical, emotional, intellectual, and social needs.
- ✚ Develop weekly and monthly schedules of activities.
- ✚ Plan activities that introduce math and literacy concepts.
- ✚ Be familiar with emergency procedures.
- ✚ Ensure equipment and facilities are clean, well-maintained, and safe at all times.

- ✚ Help maintain pupil morale and assist in the establishment of good school-community relations.
- ✚ Keep parents informed of program expectations, program activities, and their child's progress.
- ✚ Participate in public-oriented activities related to his/her teaching assignment and building, such as:
 - a. Parent-Teacher meetings and conferences
 - b. Open House
 - c. Public performance of children in plays, concerts, athletic activities, etc.
- ✚ To be available to students before the opening of the pupils' regular school day in the morning and be available in your classroom or building after the close of the regular school day according to the negotiated contractual agreement.
- ✚ Assist administration in the implementation of school and board policies.
- ✚ To perform miscellaneous duties from time to time as assigned by the building principal.

Terms of Employment

Salary, fringe benefits, and working conditions are in accordance with the agreement between the Columbia School District Board of Education and the Columbia Education Association.

Evaluation

A performance will be evaluated per Michigan Department of Education guidelines.

Deadline: Tuesday, October 31, 2023, 12:00 p.m. or until filled.

Send a letter of interest, resume, proof of teacher certification, MTTC scores, references, and three letters of recommendation to:

Monika Cook
Assistant to the Superintendent
Columbia School District
11775 Hewitt Rd.
Brooklyn, MI 49230
monika.cook@myeagles.org