

Olivet Community Schools

Olivet, MI 49076

www.olivetschools.org

January 5, 2018



District Mission Statement

Developing responsible citizens through challenging academics and diverse opportunities in a safe and supportive environment.

Job Vacancy: Elementary Special Education Teacher (1.0 FTE)

Qualifications:

Applicant must have a Special Education endorsement on a valid Michigan Teaching Certificate

Skills and responsibilities may include the following:

- Providing classroom support to students and teachers.
- Communicating effectively with students, parents, staff, administration, and outside agencies.
- Scheduling, developing, and implementing IEPs, including transition plans, and maintaining compliance with IDEA guidelines.
- Developing re-evaluation plans, coordinating testing with school psychologists and other ancillary staff, collecting teacher input, and developing and scheduling re-evaluation IEPs.
- Assisting administration with development of initial evaluation process for students being referred for special education services.
- Ability to be flexible throughout the school day to accommodate student needs.
- Ability and willingness to occasionally serve in a team-teaching capacity.
- Ability to interpret evaluation results - both to explain information to parents/student and utilize the information to formulate student IEPs.
- Understanding of services available in the community to refer parents to for additional help.

Preferred:

- Experience in team teaching setting.

Interested applicants should submit a letter of interest, resume, copy of Michigan Teaching Certificate, educational transcripts, and at least three (3) current letters of recommendation to:

Mr. Brock Peters, Principal (PetersB@olivetschools.org)
Fern Persons Elementary School
4425 W. Butterfield Hwy., Olivet, MI 49076

Deadline: January 12, 2018 or until filled.

Olivet Community Schools is an equal opportunity employer.

C: Offices
Staff (e-mail)
Building Administrators
OEA President (e-mail)

Business Director
Superintendent
District Website
MASA