



Capac Community Schools

Elementary Teacher - Kindergarten

P.O. Box 610
541 North Glassford Street
Capac, Michigan 48041
Phone (810) 395-3710
Fax (810) 395-4858

Department: Elementary School
Reports to: Elementary Principal
Employment: 183 days/year
Salary: As per Teachers' Contract
Benefits: As per Teachers' Contract
Start Date: As soon as possible

Summary: This position's responsibilities are to instruct students with district approved curriculum ensuring that students have a variety of opportunities to be successful and productive members of the school community. The teacher is accountable for the continuous growth and performance of students as measured over time by state standards and locally determined indicators. It is the expectation that the teacher will demonstrate strong and varied instructional abilities while maintaining an organized classroom ensuring the safety and welfare of students and others in the classroom.

Qualifications:

- Possess valid Michigan School Teaching Certificate with Elementary Education certification, meeting highly qualified status; Bachelor's degree from an accredited college or university. An Early Childhood ZA endorsement preferred.
- Prior successful teaching experience in lower elementary grades is preferred.
- Ability to facilitate student learning, growth and achievement.
- Ability to develop genuine and positive relationships with students.
- Ability to develop/maintain a professional rapport with students, parents, staff, and the community.
- Alternatives to the above qualification as the Board may find appropriate and acceptable.

Performance Responsibilities

- Provides instruction for assigned classes in the location(s) and at the time designated that challenge high achievers and accelerates learning for low achievers.
- Develop appropriate grade level lesson plans guided by district approved curriculum that establish clear objectives for all lessons, units, projects, etc. and then communicating said objectives to students and parents through the delivery of the instruction.
- Use effective and varied assessment practices to evaluate pupils' academic and social growth, keeping appropriate records, preparing progress reports/report cards.
- Perform duties with awareness to all district requirements and board of education policies while modeling district standards of ethics and professionalism; implement policy, procedural, and curriculum changes from administration, the board of education, or state/federal changes. Implement the school improvement plan within the classroom ensuring building, district, and state standards/goals are met.
- Maintain a safe and orderly classroom environment ensuring that a positive instructional environment conducive to learning and appropriate to the maturity/interests of the assigned students occurs.
- Carry out the school discipline plan while providing students with clear expectations, a system of positive reinforcement and sequential, consistent, progressive consequences.
- Fosters, recognizes, and supports ethnic, cultural, gender, economic, and human diversity within the classroom and school community.
- Must be able to perform the physical demands of this position, which includes sitting, standing, talking, seeing, and hearing. Occasionally, it will be expected to repeat the same hand, arm, or finger motions many times and push or lift up to 50 lbs. such as boxes of books.
- Available to students and parents for education-related purposed outside the instructional day.
- Performs other functions and duties as assigned by the principal.

Please forward letter of interest, resume, transcripts, and certification to:

Rachel Ward, Principal
Capac Elementary School
P.O. Box 610, 351 Kempf Court
Capac, MI 48014
(810) 395-3710

Deadline for applying – Until filled

It is the policy of Capac Community Schools that no person shall on the basis of race, color, religion, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, political affiliation or belief or any other legally protected category, (Collectively, "Protected Classes") be excluded from participation in, be denied the benefits of, or be subjected to discrimination, in any of its programs or activities, including employment opportunities.

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 duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

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