



Announcement of Vacancy FEA Adult Ed Posting #12 September 12, 2011

Positions: Alternative Education Teacher
Social Studies (RX Certified)—One position
Math (EX Certified)—Two positions
Science (DX Certified)—Three positions
Music (OX Certified)—One position

Reports to: Building Supervisors/Program Supervisor

Position Requirements:

- Valid Secondary Teaching Certificate and/or Licensing
- Knowledge & understanding of State standards & benchmarks
- New hires must be “highly qualified” under the No Child Left Behind Act

Duties and Responsibilities:

- Teach district approved curriculum
- Instruct students in citizenship and basic subject matter specified in state law and administrative regulations and procedures of the school district
- Develop lesson plans and instructional materials and provide individualized and small group instruction
- Work with other staff members to insure curriculum meets state standards and benchmarks
- Communicate regularly with students and/or parents by means of newsletters, email, website, notes, phone calls, conferences, etc.
- Establish and maintain district standards of student behavior to achieve an effective learning atmosphere
- Evaluate students’ academic and social growth, keep appropriate records and prepare progress reports
- Identify student needs and make appropriate referrals and develop strategies for individual education plans
- Be available to students and/or parents for education-related purposes

Terms of Employment:

- Salary and benefits according to the FEA contract
- *\$500 signing bonus*

Other qualifications are also considered in the final selection of a person to fill this position. The search for highly qualified applicants for these positions is not restricted to this district. Please complete and return the **Application for Certified Staff** located on the district website at:

http://www.ferndaleschools.org/employment/documents/Job%20Posting/certified_application.pdf

Include your resume, copy of certification, copy of transcripts, along with a cover letter.

Please direct inquiries to: **Amy Crandall**, Human Resources Manager
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2920 Burdette, Ferndale, MI 48220
Phone: (248) 586-8663 Fax: (248) 586-8664
humanresources@ferndaleschools.org