



Mount Clemens Community Schools

Open Position: Early Childhood Special Education Teacher

Deadline: **Until Filled**
Start Date: **ASAP**
Salary: Per MCEA Agreement
Location: Seminole Academy
Reports To: Special Education Director

Please review the Mount Clemens Community Schools Strategic Plan, adopted in June of 2024. We encourage qualified candidates whose educational philosophy, passions, and interests align with our Strategic Plan to apply.

Summary:

Mount Clemens seeks a dynamic, energetic Special Education teacher who maintains a positive learning environment, holds high academic expectations, and creates a student-centered classroom. This person will build rapport with students, staff, and families and work collaboratively in Professional Learning Communities to achieve goals with a common purpose focused on student learning.

Essential Duties and Responsibilities – Other duties may be assigned:

- Instruct a class, individual students, or groups using various instructional strategies.
- Guides the learning process toward achievement of curriculum and IEP goals.
- Plan lessons, including activities such as preparing learning objectives goals and designing formative and summative assessments.
- Facilitate learning in the classroom (i.e., maintain discipline, encourage participation, consult with parents, school staff, and other care providers to identify and address social, emotional, and developmental needs).
- Evaluate student performance; maintain records and document student progress.
- Schedule, attend, and conduct REED/MET and IEP meetings within the required timelines.
- Plan and supervise purposeful assignments for program paraprofessionals.
- Complete diagnostic testing related to Special Education eligibility, seeking the assistance of district specialists as required.
- Maintain contact with parents regarding student performance through activities such as Parent -Teacher Conferences, phone communication, progress reports, letters and special meetings.
- Perform other duties as assigned by the administration.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

It is the policy of the Mount Clemens Community School District that no person shall, based on race, religion, color, national origin, gender, age, height, weight, marital status, or disability, be excluded from participation and be denied benefits, or be subjected to discrimination under program or activity and in employment; further, the Mount Clemens Board of Education strictly adheres to provisions of Title VI of the Civil Rights Acts of 1964, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990 and all Michigan Department of Education policies and regulations prohibiting discrimination.



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Qualification Requirements:

- Bachelor's degree from an accredited education institution.
- Valid Michigan Teacher's certification; Early Childhood Special Education endorsement required (ZA, ZS, or ZN) or willing to obtain it within 3 years.
- Ability to work cooperatively and collaboratively with others, demonstrate self-discipline and initiative, and follow state and district guidelines.
- Must possess organizational and technology skills, be detail-oriented, have a strong teamwork ethic and excellent communication skills.

Please direct any questions regarding the position to Jennifer Daws at HR@mtcps.org

Persons who are interested in this position should submit letters of interest, resumes, credentials/certification, and a list of references in one document via email above or

Mail them to:

***Human Resource - Mount Clemens Community Schools
167 Cass Avenue
Mount Clemens, MI 48043***

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