



Thomas Shelton
Director of Human Resources
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ANNOUNCEMENT OF VACANCY

August 8, 2025

Ferndale Public Schools Equity Vision Statement

At FPS, we are a school family of continual learners. We support each and every student to develop their purpose, plan, and passion. We encourage and honor dialogue about the histories, cultures, and goals of our communities. We actively and intentionally facilitate equitable access and representation, meaningful participation, and high expectations for ALL.

Details:

Position: Media Specialist (K-8 Certified / ND preferred)

Location: Lower Elementary School (Grades K – 2)

Reports to: Building Principal

Pay Rate: According to the Ferndale Education Association Master Agreement

Date: Immediately (2025-26 School Year)

Group: FEA

Qualifications:

- Successful experience with school-aged children
- Quality interpersonal skills
- Strong problem solving, collaboration, and communication skills
- Excellent attendance record
- Ability to follow directions and work independently
- Able to maintain flexible hours to adjust working time to student needs
- Ability to maintain confidentiality

Duties and Responsibilities:

- Experience with the Michigan Integration Technology Competencies for Students Manage daily book check in/check out
- Knowledgeable with American Association of School Librarians (AASL) Standards Framework for Learners
- Maintain an organized library with support from parent volunteers
- Implement literacy lessons (banned books week, dewey decimal system, etc.)
- Develops and maintains a STEM/Makerspace library that fosters exploration, discovery, creation and innovation"
- Champions equity, access and intellectual freedom for users within the physical space and beyond, including providing 24/7 access to the online library catalog; digital and audio books; and various information resources" and
- Models and develops a commitment to respect equity, diversity and inclusion in collection development and within the learning community
- Support the K-5 media curriculum
- Fluent in current educational technology (G Suite for Education tools, coding applications, etc.)
- Work effectively with other staff to broaden perspectives to reach common goals
- On-site presence required
- Other duties that may be assigned

Other qualifications are considered in the final selection of a person to fill this position. The search for a highly qualified applicant for this position is not restricted to this district.

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Application Deadline: August 18, 2025, or until filled

Application Procedure:

External applicants please submit an application on the [Oakland Human Resources Consortium website](#):

Internal applicants (current FEA) please submit a letter of interest and resume to
thomas.shelton@ferndaleschools.org

An Equal Opportunity Employer

It is the policy of the Ferndale Board of Education not to discriminate on the basis of race, color, religion, national origin, sex, disability, age, height, weight, marital status, genetic information, or any other legally protected characteristic in School District activities, programs, and employment.