



## School District of the City of Pontiac Human Resources Vacancy Announcement

The City of Pontiac School District is an Equal Opportunity/Affirmative Action Employer and adheres to all district policies, rules, and regulations. No individual shall be excluded from participation in, denied the benefits of, or subjected to discrimination in any program, activity, or employment on the basis of race, color, religion, national origin, sex, age, or disability. The district complies with all applicable federal and state laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Michigan Department of Education policies and regulations prohibiting discrimination. For inquiries regarding non-discrimination policies under Title II, Title VI, or Title IX, contact 248-451-6802. For questions related to Section 504, contact 248-451-6825. Complaints may be addressed to 47200 Woodward Ave, Pontiac, MI 48342.

<b>JOB TITLE:</b>	<b>MiCI – 110 (3<sup>rd</sup> - 4<sup>th</sup> Special Education)</b>
<b>POSITION DESCRIPTION:</b>	The MiCI 110 SpEd Teacher must provide structure and innovative instruction to special education students; including teachers who work with handicapped students and those who teach basic academic and life processes skills to the impaired.
<b>TITLE REPORTS TO:</b>	Building Principal
<b>COMPENSATION:</b>	Per PEA Salary Table
<b>LOCATION:</b>	Owen Elementary
<b>LENGTH OF CONTRACT:</b>	185 Days
<b>START DATE:</b>	Upon Hire
<b>FLSA STATUS:</b>	Exempt
<b>DATE OF POSTING</b>	November 6, 2025
<b>QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>• Bachelor's Degree in Education from an accredited university.</li> <li>• Special Education Certification with a Cognitive Impairment Endorsement.</li> <li>• ASD certification is preferred.</li> <li>• Experience in working with special needs students.</li> <li>• Experience in supporting subject area content.</li> <li>• Ability to integrate technology into the curriculum.</li> <li>• Ability to communicate informational ideas in spoken and written language for clear understanding.</li> <li>• Ability to provide Highly Qualified (HQ) status.</li> <li>• Completion of 18 semester hours in a planned standards based approved program, a Master's, or higher degree after completion of provisional certificate.</li> <li>• Semester hours taken must be shown to reflect knowledge in the core academic subject area(s) being taught.</li> <li>• Familiarity with and ability to utilize basic Microsoft Office programs.</li> <li>• Ability to write standards based IEP's and link them with Michigan's Grade Level Content Expectations.</li> </ul>
<b>LICENSES, REGISTRATION OR CERTIFICATIONS:</b>	<ul style="list-style-type: none"> <li>• Criminal background check</li> <li>• Drug screen required</li> <li>• CI Teacher Endorsement</li> </ul>

INTERNAL POSTING URL:	<a href="https://www.applitrack.com/oaklandschools/onlineapp/JobPostings/view.asp?FromAdmin=true&amp;AppliTrackJobId=14605">https://www.applitrack.com/oaklandschools/onlineapp/JobPostings/view.asp?FromAdmin=true&amp;AppliTrackJobId=14605</a>
APPLICATION PROCESS:	<a href="#">Online Employment Application   Open Positions</a>
ESSENTIAL DUTIES AND RESPONSIBILITIES:	<ul style="list-style-type: none"> <li>• Teach socially acceptable behavior, employing techniques such as behavior modification and positive reinforcement</li> <li>• Assist in all content areas</li> <li>• Assist special needs students in the assessment and evaluation measures required by the district</li> <li>• Implement the curriculum</li> <li>• Demonstrate creativity and innovativeness in teaching styles to assist special needs students with problem solving and higher order thinking skills</li> <li>• Modify the general education curriculum for special needs students, based upon a variety of instructional techniques and technologies.</li> <li>• Maintain accurate and complete student records, and prepare reports on students' activities, as required bylaws, district policies, and administrative regulations.</li> <li>• Utilize evidence based on "best practices" to facilitate the prescribed curriculum for participating students with Language problems.</li> </ul>
PHYSICAL ACTIVITIES & REQUIREMENTS:	<ul style="list-style-type: none"> <li>• While performing the duties of this job, the employee is regularly required to sit and talk or hear.</li> <li>• The employee is frequently required to use hands to finger, handle, or feel.</li> <li>• The employee is occasionally required to stand, walk, reach with hands and arms and stoop, kneel.</li> <li>• The employee must occasionally lift and/or move up to 10 pounds.</li> <li>• Specific vision ability required by this job includes close vision, distance vision, peripheral vision and ability to adjust focus.</li> </ul>

Job Posting Approved by: Ashley Smith, Interim Assistant Superintendent of Human Resources  
Approval Date: 11/6/2025