



Talent Management & Development Department

NOTICE OF VACANCY

JOB ID: 16413

Table with 2 columns: Key Information (POSITION, SCHEDULE, POSTING DATE) and Details (LOCATION, SALARY, DEADLINE)

JOB DESCRIPTION

Lead teacher in a Great Start Readiness Program teaching 4 year olds

QUALIFICATIONS

- A valid Michigan teaching certificate and an Early Childhood Education (ZA) or Early Childhood-General and Special Education (ZS) endorsement, Birth-K, or PK-3 endorsement; or
• A bachelor's degree in early childhood education or child development with a specialization in preschool teaching. The transcript will document a major, rather than a minor, in child development or early childhood education.

Preferred Experience

- Early childhood teaching experience, particularly with at-risk children
• Work well with diverse families and engage parents as full partners in their child's learning
• CPR & First Aid certified
• Experience with High Scope Curriculum, CLASS and GOLD Assessment

RESPONSIBILITIES & DUTIES

- Create, prepare and implement lessons using the Creative Curriculum
• Follow required GSRP guidelines
• Conduct screening and ongoing assessment of children and provide age-appropriate instructional support
• Participate in home visits and conferences with associate teacher to collaborate with parents in meeting students' needs
• Meet with Early Childhood Specialist to ensure quality programming and maintain high-level CLASS rating
• Facilitate Advisory meetings with parents and staff
• Organize and maintain records for grant and licensing requirements
• Schedule parent/family activities
• Great communication skills with families, students and staff
• Complete 24 hours of professional development yearly and keep current in CPR and First Aid
• Work with teaching team to provide a well-organized, smooth functioning classroom environment
• Provide families community resources as needed
• Perform other duties as assigned

APPLICATION:

For full consideration of your candidacy, please complete the entire online application on the Oakland Human Resources Consortium website at https://www.applitrack.com/OAKLANDSCHOOLS/onlineapp/jobpostings/view.asp?district=46160 by the deadline listed. In addition, upload your letter of interest, resume, transcripts, and any supporting documentation. Due to the potential volume of paper applications we will only consider applications completed online.

INTERNAL CANDIDATES:

You still need to complete an online internal application through the OHRC website at https://www.applitrack.com/OAKLANDSCHOOLS/onlineapp/jobpostings/view.asp?district=46160.

Equal Opportunity Employer

NONDISCRIMINATION In compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, it is the policy of the Novi Community School District that no person shall on the basis of race, color, religion, national origin or ancestry, sex (including sexual orientation or transgender identity), age, disability, height, weight, genetic discrimination, marital status, military status, or any other legally protected category be illegally excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program, activity, or service or in employment. In accordance with Federal regulations, Novi Community School District has appointed a Title VII, Title IX, Section 504/ADA, and Age Discrimination Act Coordinator. Any questions, suggestions or complaints should be directed to Laura Carino, Novi Community School District 25345 Taft Rd., Novi, Michigan 48374. Rev. 01-28-23

Students who are passionate, empowered, and prepared for their world and their future.

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