



WATERFORD SCHOOL DISTRICT

NOTICE OF VACANCY

Internal/External

Position: Early Childhood Special Education Teacher Consultant

Location: Stepanski Early Childhood Center

Qualifications and Responsibilities:

- Must possess a valid Michigan teaching certificate and meet Michigan Department of Education requirements for an approved or endorsed Early Childhood Special Education teacher.
- Must possess a master's degree in education or a field of study related to special education and meet the requirements for Michigan Department of Education Teacher Consultant Full Approval, including applicable requirements under MARSE R 340.1782 and R 340.1790.
- Must provide evidence of a minimum of three years of satisfactory teaching experience, with not less than two years of experience teaching in a special education program.
- Experience working with preschool-aged children with disabilities and knowledge of early childhood development, developmentally appropriate practices, and inclusive early childhood programming.
- Provide consultation, coaching, modeling, resources, and technical assistance to ECSE teachers, early childhood teachers, ancillary staff, paraprofessionals, and other educational personnel serving young children with disabilities.
- Support Child Find activities for children ages 3-5 and coordinate and participate in referrals, multidisciplinary evaluations, eligibility determination, and IEP development in accordance with IDEA, MARSE, District procedures, and applicable timelines.
- Coordinate and support transition activities for children moving from Early On/Part C services into preschool special education/Part B services and from preschool programming into kindergarten.
- Provide consultation and technical assistance related to the District's ECSE Program (1754) and ECSE Service (1755) models, including support for development of program/service calendars consistent with applicable state and federal requirements.

- Collaborate with Student Support Services and Stepanski administration to support high-quality ECSE programs, inclusive educational opportunities, class lists, and ancillary provider caseloads.
- Consult with Stepanski general education staff regarding Student Assistance Team/MTSS processes and support for young children experiencing developmental, behavioral, social-emotional, or educational concerns.
- Assist educational teams in identifying and implementing appropriate special education programs, services, accommodations, supplementary aids and services, instructional strategies, behavioral support, and inclusive opportunities based on individual student needs.
- Communicate relevant updates regarding special education requirements, District procedures, Oakland Schools guidance, and early childhood special education practices; provide professional learning to ECSE staff as appropriate.
- Collaborate with families, Early On personnel, community preschool providers, Oakland Schools, and other appropriate agencies throughout referral, evaluation, IEP, transition, and service-delivery processes.
- Support ECSE parent communication, education, and family-engagement activities and serve as a resource to families regarding early childhood special education programs, services, transitions, and community resources.
- Must possess strong written and verbal communication, organization, problem-solving, collaboration, and interpersonal skills, with a proven ability to build and maintain professional relationships with families and staff.

Reports To: Building Principal, Student Support Services Special Education Elementary Supervisor and Executive Director of Student Support Services

Workday/Week: Monday – Friday

Starting Date: ASAP

Compensation: Per WEA Master Agreement

Posting Date: August 24, 2026

Posting Deadline: Until filled

Internal and external candidates may apply by visiting www.waterford.k12.mi.us and selecting the icon “Employment” and next, “Job Posting Directory”. Include letter of intent, resume, and letter(s) of reference with the application. Employment is contingent upon receiving all required documentation (e.g., criminal background investigation and fingerprint records.)

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