

MECOSTA-OSCEOLA INTERMEDIATE SCHOOL DISTRICT

15760 190th Avenue, Big Rapids, MI 49307

(231) 796-3543 FAX (231) 796-3300

PLEASE POST

NOTICE OF VACANCY

1718-37

POSITION: Teacher of Automotive Service Technology (full-time school year position)

POSTING DATE: March 21, 2018

START DATE: August 23, 2018

DESCRIPTION: Employment as a teacher of the Automotive Technology Program at the Mecosta-Osceola Career Center (MOCC). Instruct students on subject matter and career readiness skills contributing to their development as mature individuals and productive citizens. Plan and coordinate delivery of NATEF/ASE certification standards and Michigan Career and Technical (CTE) Standards for CIP Code 47.060A. Participate on MOCC school improvement team and other school committees to enhance performance by contributing to the school improvement process.

QUALIFICATIONS: A bachelor's degree with a valid State of Michigan Standard or Professional CTE Certificate with Automotive Technician (47.0604) Endorsement or the ability to receive annual CTE authorization. A candidate with a Master's degree is desired but is not required.

The preferred candidate will have ASE Master Automotive Technician (A1-A8) and Auto Maintenance and Light Repair (G1) certifications. ASE Advanced Engine Performance (L1) preferred but not required. Experience in teaching or employee training preferred. Ability to relate to students of various skills, academic levels, and diverse ethnic and gender backgrounds. Demonstrate a willingness to work cooperatively with others. Knowledge of work experience and cooperative education placements. Must possess and demonstrate basic computer skills.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Teach the District approved curriculum and assures it is delivered.
2. Plan a program of study that meets the individual needs, interest and abilities of the students.
3. Create a classroom environment conducive to learning and appropriate to the maturity and interest of the students.
4. Encourage students to set and maintain standards of classroom behavior.
5. Maintain accurate, complete, and correct records as required by law and district policy.
6. Maintain and care for facilities, equipment, and inventory, and notify appropriate administration of the need for outside maintenance.
7. Follow and enforce all policies and procedures in support of a safe work environment for students and staff.
8. Responsible for the program budget and make recommendations to the administration for purchases.
9. Follow all building, staff handbook, and Board of Education policies and guidelines.
10. Participate in Professional Development activities some of which may be outside the contractual workday.
11. Participate in activities related to cooperative education placement and employer contracts.
12. Be available, on occasion, for in-building and ISD activities and committees in various public relations, community and marketing activities beyond normal workday.
13. Work with administrators and Advisory Committee to annually review program content and promote the program.
14. Maintain an attitude of mutual respect and tolerance of other professionals, students and parents.

NOTICE OF NONDISCRIMINATION: In compliance with 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, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the State of Michigan's Elliott-Larsen Civil Rights Act of 1977, Section 102(a) it is the policy of the Mecosta-Osceola Intermediate School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. Inquiries regarding this policy should be directed to: Assistant Superintendent, Mecosta-Osceola Intermediate School District, 15760 190th Avenue, Big Rapids, MI 49307, Telephone (231) 796-3543.

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15. Must be able to lift heavy objects up to 80 pounds.
16. Assume responsibility to transport self to assigned worksite(s) and maintain regular and predictable attendance.
17. Other duties as assigned by administration.
18. Must pass a criminal history background investigation conducted by the Michigan State Police (MSP) and the Federal Bureau of Investigation (FBI).
19. Ensure Automotive Program maintains NATEF accreditation.

COMPENSATION: \$40,416 to \$71,378 (Commensurate with credentials and level of experience)

DEADLINE: Friday, April 20, 2018

SUBMIT COVER LETTER, RESUME, CERTIFICATIONS, COPY OF TRANSCRIPTS AND REFERENCES TO:

Mark R. Klumpp, Assistant Superintendent
Mecosta-Osceola Intermediate School District
15760 190th Avenue, Big Rapids, MI 49307

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