

Central Office

Duane Lange, Superintendent/SCC Principal
175 East Aitken Road
Peck, MI 48466
Phone: (810) 648-4700
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Special Education

Renee Jansen, Director
175 East Aitken Road
Peck, MI 48466
Phone: (810) 648-4700
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VACANCY NOTICE Internal/External

Sanilac Intermediate School District has an opening for the following position:

Job Title: Preschool Teacher/Instructional Support Technician

Qualifications: (One of the following)

- Bachelor's degree or higher in early childhood education, child development, or a child-related field **OR**
- Associate's degree in early childhood education, child development, or a child-related field **OR**
- CDA (Child Development Associates) credential, with 480 documented hours of experience working with young children **OR**
- High School Diploma or GED with 12 semester hours in early childhood education, child development, or a child-related field and 960 documented hours working with young children

Other Requirements:

- Complete a background check/fingerprinting
- CPR & 1st Aid certification
- Proof of negative TB test
- Annually obtain 16 hours of professional development in early childhood education.

Abilities/Skills:

- Accept supervision and direction
- Work creatively and skillfully with students
- Exercise good judgement
- Ability to assist students with academics
- Exhibit exceptional communication skills, and computer literacy skills
- Make decisions in accordance with Board Policies and established procedures
- Perform Essential/Other Duties, below:

Essential/Other Job Responsibilities:

- Assist in creating and managing a high-quality preschool learning environment that provides developmentally appropriate practices for all children.
- Oversee the planning, implementation, and evaluation of the preschool program and child assessment.
- Assist the program director/instructor in administering day-to-day operations of both the preschool program and the Careers in Education program, including being available to address parent, child, and high school student's concerns.
- Provide appropriate care and supervision of preschool children at all times.
- Manage/supervise child care staff members (high school students) at all times.
- Implement positive guidance techniques with both the preschool children and high school students.

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- Assist the program director/instructor with developing, implementing, and evaluating program center policies that comply with state licensing requirements.
- Model appropriate teaching practices and assist high school students in developing appropriate lesson plans for the preschool children.
- Mentor and communicate with all Careers in Education students placed within the preschool classroom and provide appropriate feedback in relation to job performance and interactions with preschool children.
- Assist high school students (one-on-one or in small groups) with assignments and projects when needed.
- Perform other related duties as assigned.

Benefits: Based on Sanilac Intermediate Educational Support Personnel Contract

Interested applicants should contact:

Duane Lange, Superintendent, Sanilac Intermediate School District, 175 E. Aitken Rd., Peck, MI 48466, Phone: (810) 648-4700 x4241

Application Deadline:

August 6, 2021

"Recognizing the value and needs of each person, the Mission of the Sanilac Intermediate School District is to provide leadership and deliver quality educational programs and services to local school districts resulting in improved learning for all."

It is the policy of the Sanilac Intermediate School District that no person shall, on the basis of religion, race, color, national origin, gender, handicap, age, height, weight, marital status or disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination during programs, activities, and employment. Inquiries regarding this policy should be directed to Renee Jansen, Special Education Director, 175 East Aitken Road, Peck, MI 48466 (810) 648-4700.