



JOB TITLE: Early Childhood Classroom Lead Teacher

LOCATION: Crystal Lake Elementary

REPORTS TO: Early Childhood Coordinator

JOB FUNCTION: The Teacher shall serve as the educational leader in the classroom

DISTRICT DESCRIPTION: Benzie Central Schools serves over 1,400 students K-12 and encompasses over 350 square miles in the beautiful terrain of Northwest Michigan. The Early Childhood program is housed in Lake Ann Elementary and Crystal Lake Elementary consisting of programs serving 3 and 4 year olds in partnership with GSRP and Headstart. There are six villages in the district which is also convenient to the cities of Traverse City, Manistee, and Frankfort. Benzie Central has 3 elementary schools serving grades K-5, a middle / high school serving grades 6-12, and an alternative high school

DUTIES AND RESPONSIBILITIES

- Plan, prepare, and deliver lesson plans and instructional materials that facilitate active learning
- Maintain focus on the developmental needs of our youngest learners and utilize best practices grounded in research regarding how these students learn best.
- Develop schemes of work, lesson plans, and assessments
- Use relevant technology to support and differentiate instruction
- Support non-academic needs through the student support network district
- Encourage and monitor the progress of individual students
- Maintain accurate and complete records of student progress and development
- Participate in department, school, district, and parent meetings
- Communicate necessary information regularly to students, colleagues, and parents
- Provide a variety of learning materials and resources for use in educational activities
- Observe and evaluate student performance and development
- Abide by and maintain compliance with all requirements of LARA (Licensing and Regulatory Affairs)
- Supervise and direct assistant teaching staff in day to day operation of the classroom



ADDITIONAL QUALIFICATIONS:

- *The ability to prioritize student learning needs over obstacles and barriers that can stand in the way of necessary change*
- *The strong desire to achieve outstanding results*
- *The strong desire and ability to build meaningful, caring relationships with students*
- *The skill and willingness to leverage student support systems to ensure that the social, emotional, nutritional, and health needs of ALL students are addressed*
- *The ability to collaboratively create and execute clear, logical instructional plans that produce strong results in student learning*
- *The capacity to respond to the individual academic and non-academic needs of students*
- *The ability to seek out knowledgeable peers, coaches, and administrators for instructional support*

PROFESSIONAL QUALIFICATIONS:

Required:

- Bachelors degree or higher in Education
- Valid Michigan Teaching Certificate with ZA or ZS Endorsement

SALARY RANGE: **\$16.50 - \$21.00 per hour**

BENEFITS: **Medical / Dental / Vision Available**

Interested applicants should submit an application online and attach materials including a resume and cover letter at <http://www.tbaisd.org/services/human-resources/employment-opportunities/>.

APPLICATION DEADLINE – Until Filled