



**Gull Lake Community Schools
Richland, Michigan**

JOB POSTING

Temporary Intervention Specialist – Pre K – 5th Grade

If needed this position will be reposted in the spring for the 2016-17 school year

November 20, 2015

Job Summary:

Responsible for providing assistance to at-risk students.

Qualifications:

Required:

- A. Minimum of BS/BA degree in Education, Social Work, Psychology or a related field
- B. Certified/licensed in Counseling or Social Work
- C. Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents
- D. Ability to respond to common inquiries or complaints from community, regulatory agencies, or members of staff
- E. Ability to support student academic progress
- F. Ability to define problems, collect data, establish facts, and draw valid conclusions
- G. Ability to apply knowledge of current research and theory in specific field
- H. Ability to establish and maintain effective working relationships with students, staff and the community
- I. Ability to communicate clearly and concisely both in oral and written form
- J. Professional in personal conduct and actions

Desired Characteristics:

- A. Experience in working with school age students.
- B. Experience using technology as an instructional tool in the classroom
- C. Experience in working within a Professional Learning Community
- D. Knowledge in Microsoft Paint, Word, Excel and PowerPoint
- E. Knowledge of internet search engines, Google docs and other internet based applications

Duties:

- A. Effectively work with at-risk students, their families and school staff
- B. Develop and implement individual academic and behavioral plans for school and home that generate positive student outcomes
- C. Recommend and assist with interventions for at-risk students to increase their academic performance
- D. Meet with at-risk students regularly to monitor progress
- E. Assist students with organization and study skills
- F. Communicate empathetically and effectively with students
- G. Ability to plan and organize; excellent work habits
- H. Willing to attend conferences and participate in professional development
- I. Perform other duties as assigned by administration

STATEMENT OF NON-DISCRIMINATION

The Board of Education does not discriminate on the basis of race, color, national origin, sex, including sexual orientation or transgender identity, disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category, in its programs and activities, including employment opportunities.

CRIMINAL RECORDS CHECK

In accordance with state law and board policy, no person shall be hired to work in contact with children prior to being fingerprinted and passing a criminal records review.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

Application Deadline: Dec. 4, 2015

Start Date: January 4, 2015

Apply To: Candidates who are qualified and wish to be considered for this position must submit an AppliTrack online application at www.gulllakecs.org that includes a letter and resume.

Questions: Contact - Tonya Kammeraad, Human Resources, tkammeraad@gulllakecs.org