

Michael B. Dodge  
Superintendent

Dundee Community Schools  
Superintendent's Office  
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[www.dundeecommunityschools.org](http://www.dundeecommunityschools.org)

### **Posting At Risk Coordinator**

Position Begins:	Immediately
Salary/Benefits:	Non-Union \$20.00/hour, no benefits, 25 hours/week (Wages will be paid out of At Risk Funds)
Desired Qualifications:	Bachelor's Degree in Education
Duties Include by not limited to:	Monitor At-Risk Students Attendance Maintain Student Case-load of At-Risk Students 504 Accommodation Plan/SAT Meeting attendance and Communication Facilitate and Monitor Student Suspension Reinstatement Other Duties as assigned by the Superintendent and/or Principal
Interested persons should return application materials to:	Michael B. Dodge, Superintendent Dundee Community Schools 420 Ypsilanti Street Dundee, Michigan 48131
Deadline for Application:	Tuesday, February 18, 2014 at 3:00 p.m.

A completed application file will include: Letter of interest, resume, application which can be found at [www.dundeecommunityschools.org](http://www.dundeecommunityschools.org), letters of recommendation, transcript, and proof of certifications.

Dundee Community Schools is an Equal Opportunity Employer