



April 10, 2025

Internal/External Posting

7th Grade English Language Arts Teacher
Oxford Middle School
2025-26 School Year

Primary Function: To provide an effective instructional program for students that adheres to the district's vision, goals, and objectives. To ensure that all students learn the basic and essential skills as outlined in district, state, and federal guidelines.

Qualifications:

- Valid Michigan Department of Education certificate with English/Language Arts (BA) endorsement.
- Minimum of a bachelor's degree.
- Must meet NCLB standards in area of responsibility.
- Experience in teaching preferred.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Essential Duties and Responsibilities:

- Plan and implement a program of instruction that adheres to the district's vision, goals, and objectives as outlined in the adopted course curriculum.
- Prepare and implement daily lesson plans and instructional schedules for assigned students.
- Create a classroom environment conducive to learning by employing a variety of appropriate teaching strategies.
- Effectively manage students while providing for a variety of learning styles, ability levels, and education/linguistic backgrounds.
- Keep current in subject matter knowledge and learning theory through coursework, in-service programs, and by attending professional development activities.
- Evaluate student progress on a regular basis using multiple assessment methods.
- Engage parents and students in the learning process through frequent and meaningful communications about student progress.
- Participate in building and district level activities, staff meetings, professional development activities, program meetings, and other educational planning meetings for assigned students.
- Maintain up-to-date and accurate records of student progress and attendance in accordance with district policies, procedures, and pupil accounting guidelines.
- Establish and maintain cooperative relationships with staff members.
- Employ technology as appropriate to enhance instruction.
- Engage with students in meaningful activities beyond the classroom which extend learning experiences for students.
- Openly support and abide by all school policies and procedures.
- Maintain regular and predictable in-person attendance.
- Perform other duties as assigned.

The District does not discriminate on the basis of race, color, national origin, ethnicity, religion, sex (including gender identity or expression, sexual orientation, pregnancy, childbirth, or a related condition), age, height, weight, familial status, marital status, military service, veteran status, genetic information, disability, or any other legally protected basis in admission, access to District programs and activities, or employment. Unlawful discrimination, including unlawful harassment and retaliation, in District programs, services, and activities is prohibited. Inquiries related to employment discrimination should be directed to Ryan Reid, Assistant Superintendent of Human Resources at 248.969.5004.

Reports to: Building Principal(s)

Salary: Per Oxford Education Association Salary Schedule

Benefits: Oxford Community Schools provides company paid coverage for dental, vision, life insurance, long-term disability, employee assistance program, and 6-week paid parental leave. In addition, Oxford Community Schools offers comprehensive medical coverage or a cash in lieu benefit, health savings account, flexible spending plans, and the Office of Retirement Services retirement plans.

To Begin: August 2025

**All applicants should apply online via the Oakland Human Resources Consortium:
Create an Application/Log-in [here](#)**

Internal Application Deadline: Wednesday, April 16 @ 4:00 PM

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