VACANCY NOTICE

POSITION TITLE: Certified Teacher
For the Adult Education Program in Alpena, MI, located in the Michigan Works Building and the Alpena County Jail. This is a learning lab assisting online learners. Approximately 29 hours per week.

VACANCIES: One (1) part time position.

DATE POSTED: July 29, 2020

QUALIFICATIONS:
Education: Valid Michigan Teaching Certificate.
Experience: Prefer experience working with Community Education and/or knowledge of Adult Education Programs.

Skills/Other:
1. Provide and supervise the instruction of students assigned.
2. Communicate regularly with Adult Education participants.
3. Keep appropriate records and follow required district procedures.
4. Keep up to date professionally.
5. Knowledge of educational software, preferred.

REPORTS TO: Director of Adult Education

COMPENSATION: $22.00 per hour

APPLICATION DEADLINE: Until filled

APPLICATION PROCESS:
Send letter of application, resume, references, and transcripts to:
Iosco Regional Educational Service Agency
Attn: R. Foster
27 N Rempert Rd
Tawas City, MI
989.362.9076 fax
Email: rfoster@ioscoresa.net

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