APRIL 19, 2023

THE EVART PUBLIC SCHOOLS HAS THE FOLLOWING POSITION (S) AVAILABLE FOR THE 2023-2024 SCHOOL YEAR:

**1 – HALF TIME SPECIAL EDUCATION SUPERVISOR**

* **Must meet Highly Qualified Teacher Requirements of ESSA (Certified in Subject Area).**
* **Bachelor’s Degree in Special Education Preferred.**
* **Teaching Experience Preferred.**
* **Meet Qualifications for Supervisor of Special Education or the ability to obtain temporary approval as outlined in Rule #340.1751 of Revised Administrative Rules for Special Education. (Possess a minimum of an earned Master’s degree or equivalent with full approval in at least one area of special education and three years of successful experience in special education.)**
* **Meet qualifications for School Administrator Certification as outlined in MCL 380.1246.**
* **Demonstrated knowledge of the IEP process as well as laws relevant to special education and their impact on the special education community.**
* **This position may be combined with Special Education Teaching Assignment.**

**SPECIAL EDUCATION SUPERVISOR DUTIES AND RESPONSIBILITIES:**

* Act as the district special education contact for administrators, staff and parents.
* Provide guidance in the development of IEP’s.
* Hold meetings with district special education teachers.
* Monitor caseloads and make recommendation for district special education staffing.
* Attend and support IEP/MDR/other meetings as requested.
* Assist the district with resolving non-compliance, including facilitating the completion of CAPs and SLCAPs.
* Complete work that needs to be performed for the district in Catamaran.
* Establish and maintain positive working relationships with administration, staff, parents and students.
* Other duties as assigned by the Superintendent.

IF INTERESTED IN THE ABOVE POSITION (S), PLEASE DIRECT LETTER OF INTEREST TO:

SHIRLEY HOWARD

EVART PUBLIC SCHOOLS

321 N HEMLOCK ST

EVART, MI 49631

howards@evartps.org

231-734-5594

DEADLINE: **AUGUST 25, 2023 OR UNTIL FILLED**

We reserve the right not to accept applications after the deadline.

Evart Public Schools prohibits discrimination on the basis of religion, race, color, national origin, sex, age, weight, height, marital status or disability in its educational programs, activities or employment.