



MONTAGUE AREA PUBLIC SCHOOLS

EDUCATION IN THE RIGHT DIRECTION

4882 STANTON BLVD. • MONTAGUE, MI 49437 • TELEPHONE: 231-893-1515 • FAX: 231-894-6586

Internal/External Job Posting

Position: Elementary Teacher
Classification: Salaried
Terms: 2025-26 School Year
Salary: Per MTEA Contract; Commensurate with experience
Posted: April 2, 2025
Closing Date: April 23, 2025

Job Summary: Develop and implement grade appropriate lessons and activities that engage and motivate students to learn, while providing a safe and supportive environment where students can grow both academically and socially.

Benefits Include:

- Medical, Dental, Vision, Life and AD&D Insurance
- Enrollment in State Retirement System
- Paid Time Off

Education:

- Bachelor degree from accredited college or university
- Must be qualified and hold a valid Michigan certification (with appropriate endorsements(s))

Experience:

- Previous successful experience working with children at the appropriate grade level preferred

Responsibilities:

See attached job description

Applicants:

Interested candidates should send a letter of interest, resume, 3 letters of reference, transcripts, and copy of a valid Michigan certificate to:

Krista Hams, Human Resources Coordinator

By Mail: Montague Area Public Schools
4882 Stanton Blvd.
Montague, MI 49437

Or E-mail: humanresources@mapsk12.org

MONTAGUE AREA PUBLIC SCHOOLS JOB DESCRIPTION

JOB TITLE: Elementary Teacher

REPORTS TO: Principal

SUPERVISES: Not applicable

GENERAL JOB FUNCTION:

The Teacher directs the learning process for students. They provide direct instruction to students in specified content area, along with testing and evaluation to monitor progress. Responsibilities also include activities associated with program design, implementation, and evaluation. Teachers must maintain a professional and friendly demeanor in working with children and staff.

EDUCATION REQUIREMENTS:

- Bachelor degree from accredited college or university
- Must be qualified and hold valid Michigan certification with appropriate endorsement(s)

QUALIFICATIONS:

- Previous successful experience working with children at the appropriate grade level

ESSENTIAL JOB FUNCTIONS:

- Prepare, adapt, and deliver instructional material virtually and in person
- Adapt different teaching methods and various instructional materials to meet remote or face to face needs.
- Working knowledge of Google Classroom
- Ability to demonstrate the:
 - strong desire and ability to build meaningful, caring relationships with students
 - skill and willingness to leverage the student support network to ensure that students' social, emotional, nutritional and health needs are addressed
 - ability to collaboratively create and execute clear, logical instructional plans that produce strong results in student learning
 - commitment to coordinate instruction within and across grade levels
 - aptitude to discuss subject specific content instruction and the drive to try out new ideas to improve student learning
 - capacity to align curriculum, instruction and assessments while responding to the individual needs of students
 - competence to collect and analyze data to inform instructional decisions
 - ability and desire to design and utilize formative assessments to modify and adjust instruction on a daily basis
 - skill to implement a tiered system of instruction within the classroom to meet the needs of all students
 - ability to help create and thrive in a professional environment that is one of mutual respect, teamwork, and accountability
 - ability to seek out knowledgeable peers, coaches or administrators for instructional support in the never ending quest to deliver the vision of high quality subject-specific instruction in every class period every day
- Develop suitable curricula and effective teaching methods based on assessment of students' needs
- Evaluate students' academic and behavioral progress
- Supervise eligible students in classrooms and school buildings
- Create and maintain student records, and prepares reports relative to the work

ESSENTIAL JOB FUNCTIONS (cont):

- Maintain order in a consistent, firm and friendly manner. Apply school rules and procedures in disciplinary situations
- Practice confidentiality and discretion on job related subjects and especially in regard to student records
- In order to improve and maintain professional competence they participate in professional educational opportunities
- Escort students to and from locations in and outside of the building
- Stand outside to supervisor students; even during inclement weather
- Be regular in attendance
- Other duties as assigned

NOTABLE PHYSICAL REQUIREMENTS:

Occasional light to moderate lifting up to 50 pounds may be required.

TYPICAL WORK ENVIRONMENT:

Most work is done in a classroom environment.

EVALUATION:

The Teacher is evaluated by the Principal.

WORK LOCATION(S):

Most work is performed within the MAPS school buildings.

TRAVEL EXPECTATIONS:

Occasional assignments may require short trips to other MAPS facilities, the MAISD or elsewhere in the community.