

JOB POSTING

LIBRARY MEDIA SPECIALIST ROCKFORD HIGH SCHOOL

COMMENCING 2008-09 SCHOOL YEAR

ESSENTIAL DUTIES:

- Provides instructional leadership in the use of information resources and literature.
- Plans collaboratively with teachers to integrate literature, resources and information literacy skills into the curriculum
- Administers and maintains a program that fosters a positive learning environment
- Supports access to materials in all formats, including up-to-to date, high-quality, varied literature to develop and strengthen the love of reading
- Develops and provides instructional opportunities with information technologies for staff and students
- Evaluates, selects and processes materials needed to meet both the curricular and individual needs of students, teachers and administrators
- Instill in students the ability to be self- learners by promoting the spirit of inquiry and teaching effective fact-finding skills
- Supervises the operational routines of the library media center
- Assists teachers in the selection of books and other instructional materials
- Make the library media center materials available to support and enrich the curriculum of the district

QUALIFICATIONS:

- Must possess a valid Michigan teacher certificate with an ND endorsement (Library Media)
- Major in Library Media studies or otherwise meet the requirements of Highly Qualified

**CONTACT: Jamie Hosford, Assistant Superintendent, Human Resources
Or Cindy Kitzrow, Director of Library and Media Services
Rockford Public Schools 350 N. Main Street
Rockford, Michigan 49341**