

Novi Community Schools – Media Specialist (Grades K–4)

Application: <http://www.oakland.k12.mi.us/OHRC/>

Closing Date: 05/19/2008

Position Type: Instructional – All Grades (K–12)/Library/Media

Location: Village Oaks Elementary (Grades K–4)

SALARY: Minimum BA \$38,801

BEGINS: 2008–2009 School Year

QUALIFICATIONS:

1. Valid Michigan teacher certificate with Library Media (ND) or Educational Technology (NP) certification preferred
2. Successful elementary teaching experience
3. Demonstrated knowledge of Computerized Circulation System for Libraries
4. Demonstrated knowledge and experience using MAC/PC computer technology formats
5. Knowledgeable of the needs and characteristics of elementary children as well as knowledge of teaming, integration of curriculum, and elements of the elementary school concept
6. Demonstrated ability to play a leadership role in assisting teachers to integrate technology with curriculum
7. Knowledgeable about elementary literature with the ability to recommend books
8. Must have strong communication/organizational skills to handle purchasing, inventory, collection development, scheduling personnel and media center, maintaining building web site, working with teachers, teams and students developing presentations, projects, etc.