



BLISSFIELD COMMUNITY SCHOOLS

630 S. Lane St. · Blissfield, MI 49228
(517)486-2148 · Fax (517)486-4749

Scott Riley, Superintendent Michael Bader, High School Principal

POSTING DATE: May 27, 2022
POSITION TITLE: High School Library/Media and Online Instruction Coordinator
TERMS OF EMPLOYMENT: Full Time Position
APPLICATION DEADLINE: Until filled with a qualified candidate

| Blissfield High School Media Specialist/ Online Instruction Coordinator | |
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| Qualification Requirements | <ul style="list-style-type: none">• Minimum of bachelor's degree from an accredited university• Must hold or be eligible for a Michigan Secondary Teaching Certificate, grades 6-12 |
| Essential Duties and Responsibilities | <ul style="list-style-type: none">• Manage the Media Center.• Assist students working in online courses, both present and virtual.• Work collaboratively with colleagues to ensure student success.• Serve as an advocate for students' diverse needs.• Serve as a role model through actions and behaviors.• Collaborate with fellow teachers to create a data-driven, learner-centered, friendly and safe environment.• Maintain order within the Media Center and school with proactive classroom management and a well-organized, rigorous learning environment.• Monitor students in a variety of educational environments (e.g. classroom, school grounds, hallways, restrooms, field trips, etc.) for the purpose of providing a safe and positive learning environment.• Maintain professionalism when interacting with students, parents, community, community agencies and colleagues.• Maintain accurate records of student performance and attendance |

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| | <p>on a regular and consistent basis, and communicate effectively with students and their parents.</p> <ul style="list-style-type: none"> ● Stays abreast of current educational trends and best practices as these relate to classroom instruction and effective schools. ● Incorporate and model appropriate use of technology to support instruction and student learning. ● Establish and communicate clear objectives for all learning activities. ● All other duties assigned by the building principal. |
| Salary and Benefits | Determined by the contract. |
| Deadline | Until filled |
| Method of Application | <p>Persons who are interested in this position should submit letters of interest, resume, credentials/certification and list of references to:</p> <p style="text-align: center;">Principal - Michael Bader mbader@blissfieldschools.us</p> |
| <p>The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, height, weight, marital or family status, religion, military status, ancestry, genetic information or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.</p> | |

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