

DIRECTOR OF GENERAL EDUCATION JOB POSTING

EDUCATIONAL QUALIFICATIONS:	<ul style="list-style-type: none"> • Master's degree required. • Valid Michigan teaching certificate required. • Michigan Administrative Certificate required.
MINIMUM QUALIFICATIONS AND SKILLS:	<ul style="list-style-type: none"> • Five years of teaching experience required. • Professional staff development and training experience required. • Administrative experience in education preferred. • Physically and mentally capable of rigorous work (capable of sitting on the floor, standing and sitting for extended times, and lifting or pushing a minimum of 50 pounds). • Pass and maintain School Employment background check. • All HISD staff must adhere to the HISD Mission, Vision, Guiding Principles, Expectations, and staff handbook on the HISD Website, www.huronisd.org homepage.
ESSENTIAL DUTIES MAY INCLUDE BUT ARE NOT LIMITED TO:	<ul style="list-style-type: none"> • Lead research and leadership in curriculum, instruction, and assessment best practices. • Update schools on changes to MI Standards, MMC, PC, and state/national assessments. • Coordinate delivery of general education services to local districts. • Lead a Multi-Tiered System of Support and MI-CIP for HISD and LEAs. • Facilitate monthly LEA principal meetings. • Serve as Title III (English Learners) Coordinator for the HISD. • Assist educators with certification, highly qualified, and professional requirements. • Coordinate and communicate professional development events. • Oversee Huron ISD Professional Library. • Lead use of data management systems (i.e. MI School Data, BAA, HISD Dashboard). • Keep updated on the state and federal legislation pertaining to education. • Maintain ongoing communication with the superintendents, principals, and schools. • Actively participate in monthly MAISA General Education Leadership Network. • Provide direct supervision for the general education department staff. • Oversee the general education department budget. • Attend and reports to Board, LEA Superintendent, Trauma Team, Great Start Collaborative, and community partner meetings. • Coordinate the Huron ISD mentor/mentee program. • Create and distribute Educator Update newsletters to all Huron County educators. • Enforce Huron ISD administrative policies and procedures. • Use technology to support learning, communication, and research. • Participate in and demonstrate a commitment to continuous learning. • Regular and consistent in-person attendance. • Valid driver's license with reliable transportation. • Other responsibilities as deemed appropriate by the Superintendent or Board of Education.
TERMS:	<ul style="list-style-type: none"> • Wage, and benefits commensurate with experience and expertise. Benefits effective on start date. • 220-work calendar, 7.5-hour day • Requires traveling to a variety of schools and state meetings via personal vehicle • FLSA: Exempt
APPLY TO:	<p>Send letter of application, resume with references and credentials to:</p> <p>Julie Toner HR Specialist, Huron ISD jtoner@huronisd.org</p> <p>Applications will begin being reviewed on April 10th and accepted until the position is filled.</p>
POSTING DATE:	Friday, March 10, 2023