



Public Schools of Petoskey

NOTICE OF POSITION OPENING

SPECIAL EDUCATION COORDINATOR			
Date Posted	June 24, 2024	Application Deadline	July 8, 2024
Primary Function	To provide instruction in subject-matter, helping students to develop skills that will contribute to their growth and employment as mature, able, and responsible citizens.		
Required Qualifications	<ul style="list-style-type: none"> ❖ Valid Teaching Certificate with a valid Special Education Endorsement ❖ Master’s Degree in appropriate discipline ❖ Meets State of Michigan qualifications for Supervisor of Special Education (R340.1772) ❖ Three years of successful teaching experience in Special Education ❖ Three years of successful administrative experience, preferred 		
Start Date	2024/2025 School Year		
Responsibilities	Please see attached job description.		
Application Process	Please visit petoskeyschools.org/employment to apply online. Complete application & include a letter of interest, resume, references, transcripts & certificates.		
Notice of Non-discrimination			
It is the policy of Public Schools of Petoskey that no person shall, on the basis of race, color, religion, age, national origin or ancestry, sex, marital status or handicap be excluded for participation in, be denied the benefits of, or be subjected to discrimination under any programs or activity and employment as required by Title VI Civil Rights Act of 1963; Section 504 of the			

Rehabilitation Act. Any questions concerning discrimination should be directed to the Title IX Coordinator, Public Schools of Petoskey, 1130 Howard Street, Petoskey, MI 49770, or phone (231) 348-2100.