



***IOSCO REGIONAL EDUCATIONAL SERVICE AGENCY***

*27 N. Rempert Rd.*

*Tawas City, MI 48763*

*Phone 989.362.3006/ Fax 989.362.9076*

*www.ioscoresa.net*

**VACANCY NOTICE**

**POSITION TITLE:**

**Adult Education Teacher Mentor**

For the Adult Education Program in Alpena, MI, located in the Michigan Works Building. This is a learning lab assisting online learners.

**VACANCIES:**

One (1) full time position.

**DATE POSTED:**

January 8, 2024

**QUALIFICATIONS:**

**Education:**

Valid Michigan Teaching Certificate. We will also consider a non-certified applicant with a bachelor's degree who is willing to pursue teacher certification.

**Experience:**

Prefer experience working with Community Education and/or knowledge of Adult Education Programs.

**Skills/Other:**

1. Provide and supervise the instruction of students assigned.
2. Communicate regularly with Adult Education participants.
3. Keep appropriate records and follow required district procedures.
4. Keep up to date professionally.
5. Knowledge of educational software, preferred.
6. Excellent skills in communication & inter-personal relations
7. Compassion for adult learners with many barriers.

**REPORTS TO:**

Director of Adult Education

**COMPENSATION:**

\$22.00-\$24.00 per hour depending non-certified/certified status

**APPLICATION DEADLINE:**

Until filled

**APPLICATION PROCESS:**

Send letter of application, resume, references, and transcripts to:

Iosco Regional Educational Service Agency

Attn: R. Foster

27 N Rempert Rd

Tawas City, MI

989.362.9076 fax

Email: [rfoster@ioscoresa.net](mailto:rfoster@ioscoresa.net)