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IOSCO REGIONAL EDUCATIONAL SERVICE AGENCY

27 N. Rempert Rd. Tawas City, MI 48763 Phone 989.362.3006/ Fax989.362.9076 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

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