



Macomb Intermediate School District

SERVICE • SUPPORT • LEADERSHIP

JOB POSTING

PLEASE GIVE THE APPROPRIATE PUBLICITY TO THE FOLLOWING VACANCY

Principal – Bozymowski Secondary Autism Program

The position of Principal at Bozymowski is a unique opportunity for a knowledgeable and skilled person, enlightened in staff and organization change, curriculum development, transitional planning, and school planning improvement.

This position includes assisting the Macomb Intermediate School District and its constituent districts in providing the necessary change to make a difference in the delivery of effective special education programs and services that are consistent with the concept of the Least Restrictive Environment.

QUALIFICATIONS INCLUDE:

1. Master's Degree or above.
2. Three years of experience as an administrator or equivalent.
3. Full approval as director/supervisor or willingness to obtain.
4. Administrator certification or willingness to obtain.
5. Successful experience working with students with severe autism.
6. Knowledge of curriculum design and program development.
7. Knowledge of community based instruction, job training and transition.
8. Experience with a variety of staff development strategies.
9. Experience in staff and program evaluation procedures.
10. Experience interacting with community services, agencies, and county agencies.
11. Knowledge of federal and state laws, regulations and procedures for special education students and programming.
12. Ability to work with parents, the community and employer groups in the development of new programs for students.
13. Conceptual knowledge of the least restrictive environment.
14. Ability to operate day to day management of a school building.
15. Experience in leading staff through the school improvement process.

RESPONSIBILITIES SHALL INCLUDE BUT NOT BE LIMITED TO:

1. Be responsible for the supervision of the Bozymowski and Secondary AI programs.
2. Be responsible for all students enrolled in the program, including their safety and well-being.
3. Provide leadership in appropriate curriculum and effective post secondary program development.

4. Assign professional and non-professional personnel to promote efficient building operation.
5. Provide leadership for the school improvement process.
6. Maintain fiscal responsibility of the building budget and other required reports.
7. Supervise and evaluate the performance of all building staff.
8. Be responsible for MET, IEPC and other mandated meetings.
9. Ensure program meets state requirements.
10. Coordinate the scheduled use of the building by the community.
11. Experience in technology as it relates to curriculum, data tracking, and office management.
12. Participate in county meetings as deemed appropriate.
13. Perform other duties as necessary for the operation of the school and/or as may be assigned by central office administration.

POSTING DATE: April 23, 2018

WORK YEAR: Year Round Position

START DATE: As soon as possible

WORK LOCATION: Bozymowski School

SALARY: Commensurate with experience

APPLY ONLINE AT: www.misd.net. Applications will be accepted online until the position is filled.

QUESTIONS MAY BE DIRECTED TO:

Mr. David Rilley
Assistant Superintendent for Human Resources & Operations
Macomb Intermediate School District
44001 Garfield Road
Clinton Township, MI 48038-1100
586-228-3311

The Macomb Intermediate School District is an equal opportunity employer and is in compliance with all state and federal non-discrimination laws and regulations including the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Applicants seeking employment may request reasonable accommodation under ADA and may be subject to post-offer physical examination and background check with the Michigan State Police Department.