



Kalamazoo County Area Schools Employment Consortium

Employment Application

Openings as of 9/15/2015

Administrator

JobID: 3035

Position Type:

Administration

Closing Date:

10/13/2015

Date Posted:

9/15/2015

Location:

KRESA/WoodsEdge Learning Center

Division:

Special Education

Position Type:

Full-time, 11-Month

Responsibilities:

Lead with vision and clear purpose. Communicate effectively and in a timely way with staff, local administrators and supervisors. Supervise and evaluate instruction provided by staff. Monitor compliance with established practices and regulations. Recommend professional development for staff. Respond to emergency situations calmly and decisively. Develop budget recommendations for the director. Monitor expenditures and revenue.

Qualifications:

Master's degree (M.A.). Full approval as a Special Education Supervisor, or eligible for temporary approval as a Special Education Supervisor. Embraces and supports KRESA philosophies related to diversity, inclusiveness and anti-racism. Ability to interact effectively with individuals from a wide range of cultures. Ability to discuss cultural differences with colleagues and clients. Ability to assess ones own strengths and limitations or challenges and integrate this understanding into interpersonal interactions.

Preferred Skills:

Prefer a minimum of three to five years administrative experience. Experience coaching teachers in high quality, research-based instruction techniques. Ability to communicate effectively and listen effectively. Ability to read, analyze and interpret data. Adapt quickly when needed and make decisions using sound judgment. Knowledge and experience of ASD. Ability to select and develop appropriate methods, skills and techniques attuned to people's cultural, multicultural or marginal experiences in their environments. Ability to effectively employ multicultural approaches in resolving problems.

Apply online at www.kresa.org/jobs

Kalamazoo RESA is an Equal Opportunity Employer/Program.

Auxiliary aids and services are available upon request to individuals.

It is the policy of Kalamazoo Regional Educational Service Agency that no discriminating practices based on gender/sex, sexual orientation, race, religion, height, weight, color, age, national origin, disability or any other status covered by federal, state or local law be allowed during any program, activity, service or in employment. The following positions at Kalamazoo RESA have been designated to handle inquiries regarding the nondiscrimination policy. Human Resources Director, Tom Zahrt; Assistant Superintendents: Margaret McGlinchey & Laurie Montgomery. Contact information: 269-250-9200, 1819 E. Milham Avenue, Portage, MI 49002.

FMLA regulations require all employers to post the [updated FMLA notice](#).

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