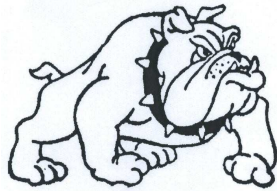


CENTRAL OFFICE  
(269) 764-3700  
(269) 764-8598 FAX  
MIDDLE/HIGH SCHOOL  
(269) 764-3730  
(269) 764-3754 FAX  
ATHLETIC DEPARTMENT  
(269) 764-3731  
ELEMENTARY SCHOOL  
(269) 764-3720



**COVERT PUBLIC SCHOOLS**  
35323 M-140 HIGHWAY  
COVERT, MICHIGAN 49043

**Covert Public Schools  
Covert Education Association  
Middle/High School  
Instructional Technology Specialist**

**Position Title:**

Middle/High School Instructional Technology Specialist

**Position Details:**

The Covert Public Schools (CPS) District is seeking a certified teacher to support students in the use of courseware and internet tools and technology to enhance academic performance. This individual provides training and support on technology content and integration, installs and maintains hardware and software, and manages administrative functions to assure learners optimal access to technology-based tools. Our ideal candidate is an individual devoted to empowering a diverse, low income student population, to achieve, and reach their fullest potential.

We are committed to establishing an environment of excellence, responsibility, and performance through a reliance on: data, standards, student-centered instruction, technology, parental support, and teacher leadership. The candidate must be an action-oriented, performance-driven, communicator, collaborator, and problem-solver, committed to bringing out the best in students.

**Required Qualifications:**

- ✓ Michigan Teacher Certification
- ✓ Special Endorsement in Computer Education Preferred
- ✓ Minimum of 5 years successful experience as a classroom teacher

**Essential Job Functions:**

- ✓ Planning Teaching and Learning
  - Collaborates with Teachers and other Instructional Staff to Develop Curriculum Materials and Specific Lesson Plans that use Technology to Enhance Student Learning
  - Models the Integration of Technology in all Curriculum Areas
  - Conducts Professional Development in the Areas of Technology Integration

**Competencies:**

- ✓ Strong Organizational Skills
- ✓ Ability to Generate Reports on Student Progress
- ✓ Develop Working Relationships with Colleagues, Parents and Students

**Please submit a Letter of Interest, References, and Resume to:**

[simonsk@covertps.org](mailto:simonsk@covertps.org)

**Or mail to:**

**Ms. Kristine Simons, Principal**

**Covert Public Schools**

**35323 M-140 Highway, Covert, MI 49043**

[www.covertpublicschools.org](http://www.covertpublicschools.org)

POSTING PERIOD  
11/04/2011 – 11/18/11

The Covert Public School District is in compliance with all state and federal laws prohibiting discrimination on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap.