



525 12th Street
Manistee, MI 49660
231.723.3521

ACADEMIC SPECIALIST POSTING

(Internal/External)

May 11, 2026

POSITION(S): **Elementary Academic Specialist**
Multiple positions, up to 25 hours per week during school year

QUALIFICATIONS: Current or Expired Michigan Teacher Certification OR
Currently Enrolled in a Student Teaching Program through a
College or University OR a Bachelor's Degree or Higher

RECOMMENDED: Experience with elementary students in Tier 2 or 3, ability to work
closely with ELA Coach and Math Coach to align targeted
instruction for small groups and individual students, and
understand/administer diagnostic assessments. Experience/skills
with data collection, recording, and entry (running records, DRA
progress monitoring, AVMR, etc.)

PAY/BENEFITS: \$25 per hour

EXPIRATION: **Until Notified**

APPLICATION: Letter of Interest, Resume', Current Teaching Certificate-if
available, Transcripts, and Three (3) Letters of Reference

Submit electronically to:

Traci Joseph

Manistee Area Public Schools Board Office

tjoseph@manistee.org

***District Policy:** The District does not discriminate on the basis of race, color, national origin, religion, sex (including pregnancy, gender identity, or sexual orientation), marital status, disability, or any other legally prohibited basis in admission or access to District programs and activities. The information contained in this job description is for compliance with the American with Disabilities (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual currently holding this position and additional duties may be assigned.*