

Come Join Our Team!

POSITION:	High School E2020 Credit Recovery Teacher for the ELPS Summer Program
LOCATION:	East Lansing High School
SALARY:	Per ELEA Contract
WORK YEAR:	Summer School Calendar: June 16, 2025 – July 18, 2025 (Assigned teacher will be available via zoom, scheduled office hours, e-mail, in person, or phone call - based on student needs. In person availability will be from June 16th to June 27th.) Anticipated workload is approximately 15 hours weekly.
START DATE:	June 16, 2025
REPORTS TO:	Building Principal/Director of Educational Services
APPLICATION DEADLINE:	May 8, 2025

General Summary

Under the direct supervision of the building Principal, and in accordance with the established policies and procedures of the East Lansing Public School District, the High School E2020 Credit Recovery Teacher for the ELPS Summer Program is responsible for monitoring and supporting students during online credit recovery classes in a variety of subjects. Must be technologically savvy and able to navigate and troubleshoot minor tech or software problems. As a member of the summer school staff, the teacher has responsibilities in the areas of instruction, classroom management, student relations, family and community communication.

About the Role

- Facilitates students' motivation for learning by communicating enthusiasm for online courses.
- Provides for a safe, efficient, and organized learning environment.
- Assesses and evaluates students effectively:
 - Provides meaningful, formative feedback to students, and uses the information to monitor and adjust instruction daily.
 - Develops and prints a summative report for student progress and at the conclusion of the course, providing a written report to parents and administrator.
 - Monitors E2020 site daily to provide assistance to students.
 - Proctors online final exams accordingly.
- Establishes effective relationships with students and models respect for, and acceptance of all persons.
- Communicates effectively, both verbally and in writing, with students, families, and administrators.

Education, Knowledge and Skills Required

1. Valid Michigan certification as a teacher for this level.
2. Ability and desire to carry out all duties of the position.
3. Ability to learn and use available technology for instruction.
4. Strong interpersonal skills.
5. Strong verbal and written communication skills.
6. Demonstrated commitment to increase student performance and individualize instruction as needed.
7. Ability and desire to work with diverse students with a commitment to providing a positive classroom experience for students regardless of race, culture, creed, religion, handicapping condition, social economic status or gender.
8. Must occasionally lift items up to 50 lbs. and must be physically able to frequently walk, sit, push/pull, bend, stoop, stand and climb.
9. Experience in working with Edgenuity software preferred.

About Us

East Lansing Public Schools, home of Michigan State University (MSU) and a neighbor to the state capital, is seeking a dynamic individual to work in our highly diverse school district. This individual must love kids, have a passion for their success, be a collaborative team player, have a deep understanding of best practices for teaching and learning and engage all students in the learning process. Come work in a district that has built six new elementary schools with state-of-the-art instructional and sustainable enhancements, has multiple partnerships with MSU, encourages continuous professional growth and learning and is highly supported by its families and community!



Why Join ELPS

- ✓ Commitment to creating a positive learning experience for all students
- ✓ Diverse education community
- ✓ Competitive compensation and benefits
- ✓ Collaborative and supportive environment
- ✓ Robust professional development opportunities

How To Apply

Please submit a letter of interest to Ashley Schwarzbek at ashley.schwarzbek@elps.us.

Equal Opportunity Employer

NONDISCRIMINATION In compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, it is the policy of the East Lansing Public Schools that no person shall on the basis of race, color, religion, national origin or ancestry, sex (including sexual orientation or transgender identity), age, disability, height, weight, genetic discrimination, marital status, military status, or any other legally protected category be illegally excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program, activity, or service or in employment. In accordance with Federal regulations, East Lansing Public Schools has appointed a Title IX Coordinator. Any questions, suggestions or complaints should be directed to:

Rulesha Glover-Payne
Chief Human Resources Officer and Title IX Coordinator
East Lansing Public Schools
509 Burcham Drive
East Lansing, Michigan 48823