

## Mecosta-Osceola Intermediate School District

15760 190<sup>th</sup> Avenue, Big Rapids, MI 49307

Phone: 231.796.3543 [www.moisd.org](http://www.moisd.org)

2526-11

### NOTICE OF VACANCY

### Early Literacy Coach/Consultant

<b>REPORTS TO:</b> Assistant Superintendent of Instructional Services <b>LOCATION:</b> Mecosta-Osceola Resource Center	<b>START DATE:</b> August 18, 2025
<b>SALARY:</b> \$67,000-\$82,000 commensurate with credentials	<b>DURATION:</b> Full-Time School Year Position 190 Days; 7 Hours Per Day
<b>CLASSIFICATION/FLSA:</b> Exempt	<b>POSTING DATE:</b> August 1, 2025
<b>BENEFITS:</b> Family Medical with HSA or Cash in Lieu of Medical; Board Paid Dental, Vision, LTD, Life/AD&D; Paid Sick and Personal Time; Tuition Reimbursement, Professional Development, MPSERS Retirement Plan	

### POSITION SUMMARY:

The Early Literacy Coach/Consultant will provide regional leadership in all areas of PreK-5 literacy, interventions, consultation, and program planning.

### REQUIREMENTS:

- Ability to work well with people and maintain productive and positive interpersonal skills.
- Master's Degree or equivalent with five or more years of teaching experience in Grades Pre K-5.
- Demonstrated success with teaching students at-risk in the area of reading.
- Michigan endorsement with approval or certification in reading.
- Knowledge of current Pre K-5 state literacy standards.
- Instructional skills and knowledge base in early literacy components, including the Essential Instructional Practices in Early Literacy.
- Familiarity and success with utilizing formative, screening, and diagnostic tools with students to determine appropriate reading instruction.
- Ability to utilize data from diagnostic tools to determine additional extra supports needed in order to read at grade level by the end of 3rd grade.
- Applicants must possess a valid Michigan driver's license.

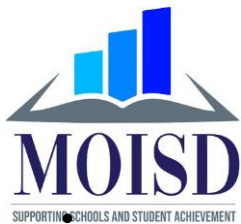
### DESIRED QUALIFICATIONS:

- Reading Specialist certification or the equivalent amount of training focused on research-based practices.
- Cognitive Coaching and/or Adaptive Schools training.
- The administration and use of data from the universal screeners and benchmarking/progress monitoring assessments.
- Ability to use observational data and formative assessment processes to guide professional learning and coaching.
- The use of technology as an instructional and organizational tool.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Participate in required training for Michigan ISD Pre K-5 Literacy Coaches.
- Data collection and evaluation related to the grant.
- Promote high-quality, evidence-based practices in literacy Pre K through 5th grade.

In compliance with Title VI 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, the Americans with Disabilities Act of 1990, and the State of Michigan's Elliott-Larsen Civil Rights Act of 1977, Section 102(a) it is the policy of the Mecosta-Osceola Intermediate School District that no person shall, on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment. Inquiries regarding this policy should be directed to: Assistant Superintendent, Mecosta-Osceola Intermediate School District, 15760 190th Avenue, Big Rapids, MI 49307, Telephone (231) 796-3543.



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- Provide coaching to identified local Literacy Coaches in order to support and promote the Essentials work in classrooms throughout the MOISD.
- Work with school districts in assessing needs and integrating Multi-Tiered Systems of Support for Pre K-5 literacy, including coaching building-level teams in the analysis of data.
- Develop and model high-quality literacy lessons and units for Pre K-5 teachers.
- Coach one-on-one in high needs Pre K-5 classrooms, building and maintaining confidential relationships.
- Serve as a regional source for development and delivery of professional development related to research-based literacy strategies and interventions for teachers of Grades Pre K-5.
- Support the integration of technology in effective literacy instruction.
- Participate in school improvement activities focused on improving instructional practices as evidenced by student outcomes in Grades Pre K-5.
- Remain knowledgeable about current research and pedagogical recommendations relevant to the coaching role.
- Provide training and support with the implementation of a comprehensive system of literacy instruction.
- Assist local districts in identifying strengths and needs in support of an early literacy continuum.
- Manage time as needed for completion of duties, and attend meetings outside of regular working hours.
- Participate as an active team member with teachers, school administrators, and other professionals to create safe, healthy, and supportive learning environments.
- Maintain a cooperative, harmonious relationship with professionals and others within the school setting.
- Follow all established policies, practices, and procedures in terms of duties and responsibilities of the position.
- Assume the responsibility to transport yourself to the assigned worksite(s).
- Maintain regular and reliable attendance.
- Perform other duties and responsibilities as may be assigned by the Director of General Education or designee.
- Must pass a criminal history background investigation conducted by the Michigan State Police (MSP) and the Federal Bureau of Investigation (FBI).

**APPLICATION DEADLINE:** August 10, 2025 or until filled

Please submit a cover letter, resume, current letters of reference, certification(s), and copy of transcripts to:

Dana Boglarsky, Human Resources Specialist  
Mecosta-Osceola Intermediate School District  
15760 190th Avenue, Big Rapids, MI 49307