



Mecosta-Osceola Intermediate School District

15760 190th Avenue, Big Rapids, MI 49307

Phone: (231) 796-3543 | Fax: (231) 559-0505 | www.moisd.org

2627-35 Notice of Vacancy

Title: Associate Teacher

Program: Great Start Readiness Program

Start Date: As soon as possible

Classification/FLSA: Non-Union | Non-Exempt

Duration: Full-time school year position | 179 days/year | 7.5 hours/day

Reports to: Early Childhood Director

Working Location: Evart, MI

Position Summary: The Great Start Readiness Program (GSRP) is a state-funded program that provides high-quality preschool education to eligible 4-year-old children in Michigan. GSRP Associate Teachers support efforts to promote children's social, emotional, cognitive, and physical development through play-based learning and developmentally appropriate activities. Shall be under the direction of the classroom teacher.

Professional Requirements / Education and Experience

- Associate's degree in Early Childhood Education or Child Development or possession of a child development associate (CDA) credential.
- Must meet child day care licensing requirements, including CPR and first aid training.
- Possess patience, flexibility, creativity, and a passion for working with young children.
- Previous experience working with young children of at least one year preferred, including proper training in early childhood development.
- Knowledge of early childhood development principles, best practices in teaching, and developmentally appropriate curriculum.
- Commitment to continuous learning and professional development
- Self-directed and professional personality with strong communication, interpersonal, and collaboration skills. Ability to work with diverse populations and refrain from judgment is required.
- Must pass a criminal history background investigation conducted by the Michigan State Police (MSP) and the Federal Bureau of Investigation (FBI).

Essential Duties

- Collaborate with the Lead Teacher to plan and implement developmentally appropriate curriculum and activities that promote cognitive, social, emotional, and physical development.
- Be a good speech model and demonstrate correct written and spoken grammar.
- Work effectively with students during developmental, cognitive, social/emotional, and physical motor activities.
- Assist in maintaining a safe, clean, and organized classroom environment conducive to learning. Help manage transitions, routines, and behavior expectations effectively.
- Provide individualized support to students based on their needs, interests, and abilities. Foster a positive and inclusive classroom culture where all students feel valued and supported.

Supporting Schools and Student Achievement

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: Superintendent, Mecosta-Osceola Intermediate School District, 15760 190th Avenue, Big Rapids, MI 49307, Telephone (231) 796-3543.



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- Assist in observing and assessing students' progress and development, documenting observations, and maintaining accurate records. Use assessment data to inform instructional planning and individualized support strategies.
- Communicate regularly with parents and caregivers to provide updates on student progress, share information about classroom activities, and build positive partnerships to support children's learning and development.
- Demonstrate patience in dealing with students, assisting them with problem-solving and supporting them as they learn self-help skills.
- Ability to work effectively as part of a team and establish positive relationships with students, families, and colleagues.
- Participate in ongoing professional development opportunities to enhance knowledge and skills related to early childhood education, child development, curriculum implementation, and best practices in teaching.
- Assume responsibility to transport self to assigned worksite(s) and maintain regular, reliable, and prompt attendance.
- Contribute in a positive manner to the overall quality and operation of the classroom/building
- Perform other related duties assigned by the Early Childhood Director or designee.

Physical Demands

While performing the duties of this job, the employee is continuously required to speak, listen, and observe while standing and sitting. The employee is often required to alternate between standing, sitting, and walking, including sitting on the floor; to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 20 pounds and occasionally lift/or move up to 50 pounds, including items such as books, supplies, student equipment, and to provide student assistance. Specific vision abilities required by this job include close vision, peripheral vision, depth perception, and the ability to adjust focus. The work environment is typically inside, with some outdoor duties required; moderate noise and activity level is typical, with mild fluctuations in temperature occurring occasionally. Physical interaction with students, staff, and members of the public is frequently required.

Compensation: Starting \$15.03/hourly

Benefits: Employee medical, dental, vision, life/add & ltd, employee assistance program; MPSERS retirement; Paid sick and personal leave; Opportunities for professional development and advancement with tuition reimbursement available.

Posting Date: 10/05/2026

Application Deadline: 10/15/2026 or until filled

Submit Cover Letter, Résumé, References, and Applicable Transcripts to:

Dana Boglarsky, Human Resources Specialist

Email: jobs@moisd.org

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