



EAST JACKSON COMMUNITY SCHOOLS  
OFFICE OF THE SUPERINTENDENT

Jeff Punches  
Superintendent

1404 N. Sutton Road

Jackson, Michigan 49202

(517) 764-2090  
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**Job Posting**  
**December 16, 2024**

**English Teacher** – Serves students at East Jackson Secondary School; grades 9-12.

**Salary** – Per the Master Agreement between the Board of Education and the East Jackson Education Association for a full time (1.0 FTE) teacher. Hours are determined by the contract.

**Requirements** - Applicants must have a valid Michigan teaching certificate and concentration/endorsements in Language Arts (BX) or English (BA). A preferred candidate will be endorsed in multiple subject areas. The applicant must also be able to meet the criteria published by the Michigan Department of Education.

**Other Skills and Abilities** - Ability to establish and maintain effective working relationships with students, peers, parents and community; ability to speak clearly and concisely in written or oral communication, including email. Knowledge in developmental patterns, programming and instructional strategies for students with disabilities.

**Deadline** – December 20, 2024, by 12:00 p.m. or until filled.

**Apply Internally** – Please send a letter of intent by email to [joel.cook@eastjacksonschools.org](mailto:joel.cook@eastjacksonschools.org)

**Apply Externally** – An application is available in the superintendent's office or on the website under Employment <https://eastjacksonschools.org/staff/employment/>. Send your completed application, resume' and 3-5 reference letters digitally or by mail before the deadline stated above.

Digital application materials should be submitted as **one** PDF attachment to [joel.cook@eastjacksonschools.org](mailto:joel.cook@eastjacksonschools.org)

Mailed application materials should be addressed as follows:

Joel Cook, Principal  
East Jackson Secondary School  
1566 N. Sutton  
Jackson, MI 49202



*Learners Today, Leaders Tomorrow*