

## **JOB ADVERTISEMENT**

The Saraland Board of Education will be accepting applications for the following position for the 2015-2016 school year:

# **SARALAND MIDDLE SCHOOL**

**CERTIFIED:**

## **Library/Media Specialist**

**All applicants should apply electronically. To obtain an electronic application, visit the Teach in Alabama website at [www.alsde.edu/teachinAlabama](http://www.alsde.edu/teachinAlabama), complete the State of Alabama electronic application, and attach it to the specific job number.**

All positions with the Saraland Board of Education require submission of a copy of current driver's license or valid picture identification, a copy of Social Security card, completion of a TB skin questionnaire, and background clearance through the State of Alabama Department of Education.

### **Qualifications:**

- ◆ Master's degree or higher with certification in School Library Media
- ◆ Valid Alabama teacher's certificate in the field of School Library Media
- ◆ Communicates effectively with all stakeholders and possess appropriate interpersonal skills
- ◆ Other qualifications as the Board may require

### **Performance Responsibilities:**

- ◆ Determine individual, class, and school needs
- ◆ Establish program objectives and plan learning experiences
- ◆ Develop and implement policies and procedures for library media management
- ◆ Implement activities using a variety of strategies that utilize instructional time in order to meet objectives
- ◆ Organize media and equipment to provide accessibility to users
- ◆ Establish and maintain standards for student behavior in order to achieve an optimal learning environment
- ◆ Exhibit positive interpersonal skills
- ◆ Evaluate program as well as student progress
- ◆ Communicate with parents/guardians, colleagues, and community groups
- ◆ Demonstrate proficiency in written and oral communication
- ◆ Maintain and submit records and reports
- ◆ Adhere to school system rules, administrative procedures, local board policy, as well as state and federal rules and regulations
- ◆ Engage in personal professional growth and demonstrate professional ethics and leadership

**Advertisement: 09/8/15**

**Deadline to apply: until filled**

**The Saraland School System is an Equal Opportunity Employer.**

No applicant or employee shall, on the basis of race, color, religion, gender, age, ethnicity, marital status, disability if otherwise qualified, political or religious beliefs, national origin, social and family background, or on the basis of the use of a language other than English, be discriminated against by this school system.