



Job Title: Part-Time Early Childhood Coordinator
Date Posted: March 24, 2025
Contact Person: Mindy Duba, Executive Director, Special Services
Phone: 616-863-6326
Email: mduba@rockfordschools.org

Job Summary

Part-time Early Childhood Coordinator- Parkside Elementary
Position to start the 2025/2026 school year

Essential Duties and Responsibilities

- Facilitate Transition Plans and Conferences with Early On Providers
- Conduct REED and IEP Meetings
- Conduct home visits with Early On Providers
- Schedule and facilitate early childhood program tours with parents
- Conduct initial special education evaluations for three to five-year-olds

Education and Experience

- Valid Michigan Elementary (ZG) teaching certificate
- BA in Special Education with endorsement in Early Childhood
- Early Childhood ZA preferred
- Speech Language Pathologist License issued in the State of Michigan
- Experience working with young children with emotional and/or behavioral challenges.

Interested and qualified candidates are to apply online. Please click on the employment link at www.rockfordschools.org to complete an online application.

Deadline for applications: Until filled