

Elementary & High School  
201 College Ave.  
Britton, MI 49229  
Phone: 517.451.4581  
Fax: 517.451.8595



Upper Elementary & Middle School  
252 Deerfield Rd.  
Deerfield, MI 49238  
Phone: 517.447.3015  
Fax: 517.447.3216

## **Britton Deerfield Schools**

### **JOB POSTING: ELEMENTARY COORDINATOR and PBIS (Positive Behavior Intervention and Support) COACH**

#### **Job Summary**

Britton Deerfield Schools is seeking an individual capable of facilitating the implementation of our school-wide Positive Behavior Intervention and Support (PBIS) methodologies and coordinating the elementary activities for the district.

This individual will help to expand the support structure for delivery of all levels of PBIS implementation and evaluation at both schools. The coach will lead the PBIS teams, provide support for effective team functioning, maintain communication within the DIT (district implementation team) and BITs (building implementation teams), and collaborate with administrators, teachers, and other staff members. This individual will also connect the team to necessary resources, training, and support for successful implementation of PBIS while providing technical assistance and determining data collection needs.

As the elementary coordinator, this person will assist with elementary students' social and emotional support, including attendance and discipline. Other duties may include facilitating PTO functions and events, helping to plan early childhood activities round-up dates, evaluation of support staff members, maintaining the clothing closets at both buildings and assisting with IEPs and 504 plans. This individual will also serve as the Title IX coordinator and will assist with local, State and National testing for students within the district.

#### **Minimum Requirements**

- Bachelor's degree from an accredited college or university in education or educational leadership. Master's degree preferred
- Five years of experience in teaching or leadership
- Crisis Prevention Intervention Training preferred

#### **Demonstrated knowledge of**

- methods and techniques used in effective program planning, design and administration
- current methods, processes and techniques utilized in the implementation of program initiatives, including regular interaction with current research
- experience with leadership and budgetary practices and procedures
- data collection, verification, and compilation methods

#### **Demonstrated ability to**

- assess the effectiveness of programmatic activities and make recommendations for modifications as needed
- conduct research and analyze data
- develop and facilitate presentations
- use of technology
- communicate effectively, both orally and in writing
- establish and maintain effective working relationships
- understand and manage multiple student behaviors and how to support students who exhibit challenging behaviors
- multi-task
- be exceptionally dependable, reliable and adhere to district policy
- respect confidentiality and be committed to the organization

**Hours**

TBD—salary employee

**Pay**

Commensurate with teachers pay scale

Please send cover letter, resume, and three references to:

Stacy Johnson, Superintendent  
Britton Deerfield Schools  
201 College Ave  
Britton, MI 49229  
517-451-4581 ext. 101  
Email: [stacy.johnson@bdschools.us](mailto:stacy.johnson@bdschools.us)

All application materials due by Wednesday, June 3, 2025 @ 4:00 PM