



13940 Leroy
Southgate, MI 48195
(734) 246-4600 • FAX: (734) 283-6791

POSTING

POSITION: Asher Dean of Students

POSTING DATE: September 14, 2022

LOCATION: Asher Adult & Community Education

DUTIES:

- Provide leadership of school and district behavioral strategies to ensure student success in Alternative Education program
- Provide follow-up to student attendance referrals
- Monitor MiStar progress reports and student report cards
- Provide support to security staff in hallways and at lunch/break times
- Provide assistance with graduation planning
- Provide leadership in building school schedule
- Monitor and update school website
- Schedule and monitor school safety drills
- Serve on School Improvement Team
- Update course descriptions as needed
- Provide assistance during registrations
- Collaborate with Teachers, Counselor, Social Worker and Director to identify students that need additional academic and behavioral support
- Assist school Counselor, and Teacher Consultant with planning and coordinating State Testing program
- Collect and input student behavior data into MiStar
- Supervise and monitor student activity programs
- Perform related tasks as required by the Director of Adult & Community Education
- Participate in student interviews with Counselor and Social Worker

STARTING DATE: ASAP

SCHEDULE: Full time, 40 hours per week
Flex time during Fall and Winter Registrations

RATE OF PAY: \$60,000 - \$70,000, based on experience

POSTING DATES: September 14, 2022 to Until Filled

APPLICATION PROCESS: Please visit southgateschools.com, click on HR, select Employment Opportunities, then District Employment Opportunities

Must meet health requirements as required by performance responsibilities

The Southgate Community School District reserves the right to make changes to this job posting and performance responsibilities whenever necessary

Non-Discrimination Statement

The Board of Education does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.