

## **Pellston Public Schools Paraprofessional Vacancy Posting**

- Position:** Elementary Paraprofessional Positions
- Days and Hours:** This is a school year position and will for the most part follow the student school day calendar
- Hours: M-F 8:00-3:15 PM, less a 30 minute duty free lunch
- Hourly Rate:** \$13.95-\$14.26, dependent on experience
- Qualifications:** Two years of college, associate degree and/or Highly Qualified by Work Key-receiving a "Proficiency Certificate"

The successful candidate must be able to:

- Maintain confidentiality and be cognizant of the rights of students within the school setting
- Patiently and effectively work with students of all ages with varying physical and academic needs
- Motivate students to engage in meaningful learning activities
- Reinforce learning with individuals or small groups while the teacher works with other students
- Assist the teacher with crisis situations and behavior management
- Carry out instructional programs designed by the teacher
- Physically lift and assist assigned students with personal care and healthcare as needed
- Possess a positive attitude
- Work cooperatively as a member of the school professional and support team
- Demonstrate ability to work on a computer
- Communicate effectively with teachers, students, and parents
- Exhibit enthusiasm for working with children and an exemplary work ethic

**Apply To:** **Monique Dean, Superintendent/Elementary Principal**  
**Pellston Public Schools**  
**172 N. Park St.**  
**Pellston, MI 49769**

**Posting Date:** June 6, 2019

**Deadline:** June 20, 2019

Mrs. Monique Dean  
Superintendent of Schools