



# Montabella Community Schools

1390 E. North County Line Road Blanchard, MI 49310

## JOB POSTING

Position:	Special Education Paraprofessional
Location:	Montabella Elementary, Montabella Community Schools
Posting Date:	February 22, 2024
Anticipated Start Date:	ASAP
Salary:	As per the Master Agreement
Desired Qualifications:	<ul style="list-style-type: none"><li>• High school diploma</li><li>• Experience with school-aged children preferred</li><li>• Demonstrated aptitude for the work to be performed</li><li>• Ability to work well with adults and children</li><li>• Highly qualified as determined by the No Child Left Behind Act</li><li>• Computer and typing skills.</li><li>• Record keeping experience.</li><li>• Demonstrated ability to show professional attitude.</li><li>• Demonstrated ability to follow directions within a specified time in order to complete a task.</li><li>• Such alternatives to the above qualifications as the board may find appropriate and acceptable.</li></ul>
Job Goal:	To assist special education student in performing in class or other school activities in ensuring that the student can take full advantage of the instructional program and available resource materials.
Performance Responsibilities:	<ul style="list-style-type: none"><li>• Assists in learning or instructional activities, as directed by the teacher.</li><li>• Prepares materials for instructional use, as directed.</li><li>• Assists in securing necessary health related information and proof of qualifiers.</li><li>• Works with individual students or small groups of students to reinforce learning of material or skills initially introduced by the teacher.</li><li>• Alerts the regular teacher to any problem or special information about the individual student.</li><li>• Maintains the same level of ethical behavior and confidentiality of information about students as is expected of fully licensed teachers.</li><li>• Participates in in-service training programs, as assigned.</li><li>• Assists with the supervision of students during emergency drills, assemblies, play periods, and field trips.</li><li>• Operates equipment used in classroom for instructional purposes.</li><li>• Other duties, as assigned.</li></ul>
Method of Application:	Interested applicants should apply online at <a href="http://www.applitrack.com/maisd/onlineapp/">http://www.applitrack.com/maisd/onlineapp/</a>
Contact:	Mike Moore, Elementary Principal (989) 427-5414-mmoores@montabella.com
Deadline:	Until filled

### Notice of Nondiscrimination

The Montabella Community School District does not discriminate on the basis of race, color, national origin, gender, age, marital status, height, weight, religion, or disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Superintendent, Montabella Community Schools, 1390 N County Line Rd, Blanchard, Michigan 49310 (989) 427-5148.