

PLEASE POST

TO: All Noninstructional Staff
FROM: Administrative Office
DATE: May 25, 2023
RE: Job Posting # 2308

**6.5 Hr. Special Education Paraprofessional
Weidman Elementary
Paraprofessional Classification**

JOB DESCRIPTION - A para-professional or teacher assistant is needed to work with special needs students. This position may require special training which will be provided, in addition to the qualifications required. May be assigned other duties or have hours reduced when not needed.

QUALIFICATIONS -

1. Secondary diploma AND:
 - a) completed 2 yrs. of study at an institute of higher education; OR
 - b) obtained an associates (or higher) degree; OR
 - c) passed the MTTC, Work Keys (prior to June 2017) or ETS Parapro Assessment tests
2. Clear speaking voice
3. Ability and disposition to work with special needs students.
4. Available to receive special training for assisting special needs students.
5. Experience with special needs students preferred.
6. Good verbal and written communication skills necessary and good record keeping skills.
7. Regular attendance is a requirement of employment.
8. Local resident preferred.

A newly hired employee shall be ineligible to bid on any future vacancies outside of their classification for a period of two (2) calendar years from the date of their first working day.

SALARY: As per Union Contract

Interested individuals should apply in writing to Chippewa Hills Superintendent's Office, Attn: Dr. Bob Grover, 3226 Arthur Rd., Remus, MI 49340 or by email to: bgrover@chsd.us

POSTING EXPIRES: June 1, 2023 at 4:00 p.m or until filled

The Chippewa Hills Board of Education complies with all Federal laws and regulations prohibiting discrimination and with all requirements and regulations of the U. S. Department of Education. It is the policy of the Chippewa Hills Board of Education that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to, discrimination in any program or activity to which it is responsible or for which it receives financial assistance from the U. S. Department of Education.

Adopted 1/11/93