

MENOMINEE AREA PUBLIC SCHOOLS
MENOMINEE, MICHIGAN

DATE: NOVEMBER 3, 2021

POSITION AVAILABLE: PARAPROFESSIONAL AIDE
JR/SR HIGH SCHOOL
FULL TIME

QUALIFICATIONS:

1. High school diploma required.
2. Ability to work with adults & students of various personalities, help deal with student conflicts,
3. Possess sound emotional judgment.
4. Care-taking training, and/or skills preferable and ability to lift approximately 50 lbs.
5. Willingness to commit to working with students with severe physical and intellectual limitations.
6. Demonstrated aptitude of competence for assigned responsibilities.
7. Such alternatives to above qualifications as the Board may find appropriate and acceptable

REPORTS TO: Building Principal

PERFORMANCE RESPONSIBILITIES:

1. Under supervision of a licensed teacher, assist with classroom activities.
2. Read to students, listen to students read, and participate in other forms of communications with students.
3. Works with individual students to reinforce learning of materials/skills initially introduced by the teacher.
4. Help individual students with lunch and recess.
5. Provide and maintain positive public relations with students, staff and community.
6. Perform other duties as assigned by the building principal.
7. Maintain a high level of ethical behavior and confidentiality of information.
8. Regular and reliable attendance.

PHYSICAL DEMANDS:

1. Lower body strength to stand and walk throughout the day.
2. Verbal stamina to articulate clearly and with appropriate volume throughout the day.

ENVIRONMENTAL DEMANDS:

Regular exposure to weather extremes and occasional exposure to loud noises.

EVALUATION:

Performance of this position will be evaluated as per Paraprofessional Aides work agreement.

APPLICATION: Submit letter/resume of interest to:
Julie Krah-Administrative Assistant to the Superintendent
Menominee Area Public Schools
1230 13th Street
Menominee, MI 49858
krahj@gomaroons.org
906-863-9951 Ext. 2126

NOTE: Board of Education Policy requires that each successful applicant be free of past serious legal infractions as determined through a criminal records check with local, state, and federal law enforcement agencies.

