



ALMA PUBLIC SCHOOLS

Job Posting

POSITION: Instructional Paraprofessional
LOCATION: Pine Avenue Elementary
REPORTS TO: Kathy Konowalow, Principal

REQUIRED QUALIFICATIONS:

Degree/Certification:

- High School Diploma and meets Highly Qualified guidelines for Title I buildings – at least one of the following: Associate's Degree **or** Certificate of Competency for ETS test.

Job Requirements, Knowledge, and Skills:

A successful candidate will be able to:

- Respond to the direction of the classroom and support teachers as well as the principal
- Assist teacher in the classroom with daily instructional and non-instructional activities.
- Ability to work with emotionally, physically and/or mentally impaired students.
- Ability to maintain composure under stressful conditions.
- Ability to develop effective working relationships with students, staff and the community.
- Ability to communicate clearly and concisely
- Ability to maintain confidentiality
- Supervision of students indoors and outdoors
- Demonstrate good attendance.
- Demonstrate patience if situations escalate.

WORK SCHEDULE:

7:30 a.m. - 3:10 p.m.

Monday through Friday - school year position

COMPENSATION:

\$12.27/hr.

BEGINNING DATE: As soon as possible

APPLICATION: Interested persons should call Yvonne Neyer at (989) 466-7526

DATE OF POSTING: 01-13-2023

DEADLINE DATE: Until Filled

Stacey Lubberda-Criner, Superintendent

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