

MEMPHIS COMMUNITY SCHOOLS

VACANCY POSTING

PARA-PRO POSITION

DATE: July 5, 2017

POSITION: Para-Pro Position at the Elementary School
Early Childhood Special Education (ECSE)/Special Education K-5

QUALIFICATIONS: Eligible candidates will be required to take the Work Keys Test to demonstrate Highly Qualified Proficiency.

RESPONSIBILITIES: Assists teacher in maintaining discipline
Assists in small group pupil instruction
Tutors pupils at teacher's request
Assists with set up of classroom
Other duties as assigned

RATE OF PAY: \$9.88 per hour – 28 hours per week

DEADLINE: Until Filled

REPLY TO: Please Provide Letter of Interest & Resume' to:
Laura M. Heilig, Administrative Assistant
Memphis Community Schools
P.O. Box 201
Memphis, MI 48041

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