

BLISSFIELD COMMUNITY SCHOOLS
NOTICE OF POSITION VACANCY

DATE: October 8, 2024

POSITION: Middle School Student Support Aides for the 2024-2025 School Year

DEADLINE: Until filled

QUALIFICATIONS:

- Graduation from a standard high school or equivalency diploma is required;
- Current EduStaff certification is preferred, will be required to obtain if not current;
- Graduation from an associates or bachelor's degree program in a field relevant to working with children is preferred, certification in education is optimal;
- Strong skills in math, through Algebra I is optimal;
- Experience in small group instructional support is optimal;
- Experience serving in a support role

PERFORMANCE RESPONSIBILITIES:

- Serving as an At-Risk Aide working with small groups and/or individual students providing academic support;
- Professional presentation to the public;
- Keen awareness of responsibilities for confidentiality and professionalism; and
- Performing all other duties as assigned by classroom teachers, and/or building Principal.

TERMS OF EMPLOYMENT:

- Hourly rate 6.75 hours per day (7:30 am -2:45 pm, ½ hour unpaid lunch)

EVALUATION:

- Performance of this job will be evaluated in accordance with provisions of the Administration and/or Board policy on evaluation of personnel.

APPLICATION PROCEDURES

Applicants should provide a letter of interest, resume, applicable collegiate transcripts, copy of relevant certifications and three letters of recommendation via email to:

Ms. Laura Denkins, Principal
Blissfield Middle School
ldenkins@blissfieldschools.us

Blissfield Community Schools has a total enrollment of approximately 1250 students. The middle school has 20 faculty members and an enrollment of approximately 300 students. Blissfield is located 30 minutes northwest of Toledo, Ohio and 20 minutes southeast of Adrian, Michigan.